



Shelton City Council
Meeting Agenda
July 19, 2022 at 6:00 p.m.
Civic Center

A. Call to Order

- Pledge of Allegiance
- Roll Call
- Late Changes to the Agenda

B. Council Reports

C. Consent Agenda (Action)

1. Vouchers numbered APA000736 through APA000773 in the total amount of \$213,429.51
2. Vouchers numbered 107446 through 107451 in the total amount of \$9,024.72
3. Vouchers numbered 107462 through 107468 in the total amount of \$26,510.27
4. Vouchers numbered APA000774 through APA000812 in the total amount of \$130,516.65
5. Vouchers numbered 107492 through 107497 in the total amount of \$11,902.73
6. Vouchers numbered APA000813 through APA000870 in the total amount of \$227,103.30
7. May Financial Status Report
8. Minutes:
 - Business Meeting of June 7, 2022
 - Study Session of June 14, 2022

D. General Public Comment (3-minute time limit)

*The City Council invites members of the public to provide comment on any topic at this time. To make comments in person, please sign in on the public comment sheet and keep an instruction card. If you would like to comment on a Business or Action item, please list the agenda item number on the list. To comment virtually using Zoom, please use the "Raise Hand" feature to alert the City Clerk. If you have joined Zoom on your telephone, dial *9 to use the "Raise Hand" feature. 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.*

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

1. Public Hearing Ordinance No. 1987-0422 Amending SMC Ch. 20.47 Regulating Camping on Private Property – Presented by City Manager Jeff Niten
2. Resolution No. 1241-0622 Mountain View Elementary Portables-Special Use Permit – Presented by Senior Planner Jason Dose
3. Resolution No. 1240-0622 Cota Street Parking Lot Project Award – Presented by City Engineer Ken Gill

F. Action Agenda (Action/Public Comment Taken)

1. Resolution No. 1237-0522 6-Year TIP – Presented by City Engineer Ken Gill
2. Resolution No. 1239-0522 Deeming TMG Sole Source – Presented by Public Works Director Jay Harris
3. Resolution No. 1238-0522 Fee Schedule Update – Presented by Interim Finance Director Teri Schnitzer

G. Administration Reports

1. City Manager Report

H. New Items for Discussion

I. Announcement of Next Meeting – August 2, 2022 at 6:00 p.m.

J. Adjourn

Special Note for Virtual Public Participation

The meeting can be viewed at: masonwebtv.com

The public can provide comments virtually by:

Email: donna.nault@sheltonwa.gov (before 5:00pm the day of the meeting)

Telephone: (360) 432-5103 (before 5:00pm the day of the meeting)

Join the Zoom meeting by clicking on the link posted on the City Council's webpage

Your comments will be relayed directly to the Council.



2022 Looking Ahead

(Items and dates are subject to change)

Tues. 7/26 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> • Park Funding Strategies 	Packet Items Due: 7/22 @ noon
Tues. 8/2 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Public Hearing Ordinance No. 1990-0522 Amending SMC 17.12 Action Agenda <ul style="list-style-type: none"> • Ordinance No. 1987-0422 Amending SMC Ch. 20.47 Regulating Camping on Private Property • Resolution No. 1240-0622 Cota Street Parking Lot Project Award • Resolution No. 1241-0622 Hearing Examiner Recommendation – MTV Portables Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 7/22 – 5:00 p.m.
Tues. 8/9 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> • Downtown Visioning • Downtown Parking Regulations 	Packet Items Due: 8/5 @ noon
Tues. 8/16 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes • June Financial Status Report Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Ordinance No. 1990-0522 Amending SMC 17.12 Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 8/5 – 5:00 p.m.
Tues. 8/23 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 8/19 @ noon
Tues. 9/6 6:00 p.m.	Regular Meeting	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"> • Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 8/26 – 5:00 p.m.
Tues. 9/13	Study Session	Study Agenda	Packet Items Due:

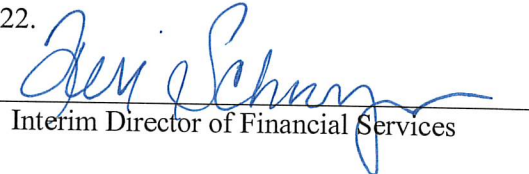
6:00 p.m.			9/9 @ noon
Tues. 9/20 5:45 p.m.	SMPD Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Administration Report	Packet Items Due: 9/9 – 5:00 p.m.
Tues. 9/20 6:00 p.m.	Regular Meeting	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"> • Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 9/9 – 5:00 p.m.

Other – TBD

- UGA/Annexation Policy (Water/Sewer Extensions)
- More Standing Committees by the Council
- Water and Sewer Fee Schedule Revisions (Ordinance removing rates from SMC)
- Public Hearing Ordinance No. 1968-0321 Water Comp Plan Adoption

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 number APA000736 through number APA000773 in the total amount of \$213,429.51 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 18 of July, 2022.


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 _____, 2022.

Mayor Eric Onisko

Deputy Mayor Joe Schmit

Councilmember James Boad

Councilmember Miguel Gutierrez

Councilmember Kathy McDowell

Councilmember Deidre Peterson

Councilmember Sharon Schirman



Shelton, WA

Check Register

Packet: APPKT02336 - JUNE 24, 2022 AP AUTOMATION
PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
001500	ALVIN C. JOHNSON	06/24/2022	Virtual Pay	0.00	1,404.99	APA000736
002982	APP	06/24/2022	Virtual Pay	0.00	9,504.86	APA000737
002515	APSCO, LLC	06/24/2022	Virtual Pay	0.00	5,751.79	APA000738
002520	ARAMARK	06/24/2022	Virtual Pay	0.00	132.32	APA000739
2901	ASPECT CONSULTING, LLC	06/24/2022	Virtual Pay	0.00	1,891.50	APA000740
VEN02318	BLACK DIAMOND ROOFING	06/24/2022	Virtual Pay	0.00	121.50	APA000741
098000	BUILDERS FIRSTSOURCE	06/24/2022	Virtual Pay	0.00	312.19	APA000742
005900	CAPITAL BUSINESS MACHINES	06/24/2022	Virtual Pay	0.00	171.57	APA000743
108679	CENTRAL MASON FIRE AND EMS	06/24/2022	Virtual Pay	0.00	124,832.42	APA000744
007570	CIT	06/24/2022	Virtual Pay	0.00	429.77	APA000745
009231	DARREN PARSE	06/24/2022	Virtual Pay	0.00	120.00	APA000746
VEN02319	DENALI WATER SOLUTIONS LLC	06/24/2022	Virtual Pay	0.00	4,811.31	APA000747
VEN01592	EDGAR JERONIMO PABLO	06/24/2022	Virtual Pay	0.00	140.00	APA000748
015000	EDWARD HAEFLIGER	06/24/2022	Virtual Pay	0.00	198.00	APA000749
016000	EDWIN C. ROLLER	06/24/2022	Virtual Pay	0.00	1,360.00	APA000750
023078	FASTENAL COMPANY	06/24/2022	Virtual Pay	0.00	466.58	APA000751
045000	H.D. FOWLER COMPANY	06/24/2022	Virtual Pay	0.00	1,700.25	APA000752
VEN01724	INSTRUMENT TECHNOLOGY CORP	06/24/2022	Virtual Pay	0.00	2,365.32	APA000753
067665	JAVELINA TRADING COMPANY	06/24/2022	Virtual Pay	0.00	103.78	APA000754
070000	JIM'S AUTO REPAIR & TOWING	06/24/2022	Virtual Pay	0.00	92.48	APA000755
108050	MASON COUNTY AUDITOR	06/24/2022	Virtual Pay	0.00	263.50	APA000756
112000	MASON COUNTY SHERIFF DEPT	06/24/2022	Virtual Pay	0.00	21,717.50	APA000757
114350	MASON GENERAL HOSPITAL	06/24/2022	Virtual Pay	0.00	45.64	APA000758
132235	MOUNTAIN MIST WATER	06/24/2022	Virtual Pay	0.00	112.17	APA000759
153500	PACIFIC LAMP & SUPPLY CO	06/24/2022	Virtual Pay	0.00	467.84	APA000760
183400	SCJ ALLIANCE- SHEA, CARR & JEWEL	06/24/2022	Virtual Pay	0.00	231.00	APA000761
VEN02317	SOUND LAW CENTER LLC	06/24/2022	Virtual Pay	0.00	4,675.00	APA000762
VEN01947	STANLEY CONVERGENT SECURITY S	06/24/2022	Virtual Pay	0.00	177.57	APA000763
VEN01334	SUEZ TREATMENT SOLUTIONS INC.	06/24/2022	Virtual Pay	0.00	3,988.99	APA000764
178252	TASCHNER LAW, PLLC	06/24/2022	Virtual Pay	0.00	9,083.00	APA000765
VEN01972	THOMAS A FURRER	06/24/2022	Virtual Pay	0.00	1,500.00	APA000766
200985	THURSTON CO PUBLIC HEALTH	06/24/2022	Virtual Pay	0.00	630.00	APA000767
201300	TOZIER BROS INC.	06/24/2022	Virtual Pay	0.00	328.30	APA000768
VEN01877	TRANSPGROUP	06/24/2022	Virtual Pay	0.00	13,848.00	APA000769
201875	TYLER TECHNOLOGIES	06/24/2022	Virtual Pay	0.00	160.00	APA000770
203780	WATER MGMNT LABORATORIES INC	06/24/2022	Virtual Pay	0.00	264.00	APA000771
053987	WESTBAY NAPA AUTO PARTS	06/24/2022	Virtual Pay	0.00	14.83	APA000772
VEN02139	ZEPPPELIN SHIPPING & TECHNOLOGY	06/24/2022	Virtual Pay	0.00	11.54	APA000773

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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
Virtual Payments	58	38	0.00	213,429.51
	58	38	0.00	213,429.51

Virtual Payments	58	38	0.00	213,429.51
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2022	213,429.51
			<u>213,429.51</u>



Shelton, WA

Check Register

Packet: APPKT02336 - JUNE 24, 2022 AP AUTOMATION
PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
001500	ALVIN C. JOHNSON	06/24/2022	Virtual Pay	0.00	1,404.99	APA000736
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
HEARINGAIDSREI Invoice		06/22/2022	HEARINGAIDSREIMBJUNE2022	0.00	1,404.99	
502-000-000-51725-2034		Non-Insured Med Costs-R		HEARINGAIDSREIMBJUNE2	1,404.99	
002982	APP	06/24/2022	Virtual Pay	0.00	9,504.86	APA000737
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
22-556269 Invoice		06/01/2022	ACCT# AP7500158 FUEL	0.00	3,305.87	
503-250-000-58900-0001		Inventory-Gas		ACCT# AP7500158 FUEL	3,305.87	
22-558045 Invoice		06/08/2022	ACCT# AP7500158 FUEL	0.00	6,198.99	
503-250-000-58900-0001		Inventory-Gas		ACCT# AP7500158 FUEL	6,198.99	
002515	APSCO, LLC	06/24/2022	Virtual Pay	0.00	5,751.79	APA000738
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
22929 Invoice		04/19/2022	KNEELAND PARK STATION	0.00	3,441.42	
402-400-000-53580-4800		Repairs and Maintenance		KNEELAND PARK STATION	3,441.42	
23045 Invoice		06/27/2022	KNEELAND PARK STATION	0.00	2,310.37	
402-400-000-53580-4800		Repairs and Maintenance		KNEELAND PARK STATION	2,310.37	
002520	ARAMARK	06/24/2022	Virtual Pay	0.00	132.32	APA000739
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
5120015435 Invoice		06/01/2022	ACCT# 792105973 COVERALLS	0.00	61.38	
402-400-000-53580-4900		Miscellaneous		ACCT# 792105973 COVER	61.38	
5120024521 Invoice		06/15/2022	ACCT#792105972 MATS, TOWELS, COVER	0.00	70.94	
401-000-000-53480-4901		Miscellaneous - Shop		ACCT#792105972 MATS, T	70.94	
2901	ASPECT CONSULTING, LLC	06/24/2022	Virtual Pay	0.00	1,891.50	APA000740
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
46514 Invoice		06/14/2022	C ST LANDFILL CONST. PLANNING	0.00	1,891.50	
403-000-000-53780-4103		Prof Services - "C" Street	"C" St. Landfill	C ST LANDFILL CONST. PLA	1,891.50	
VEN02318	BLACK DIAMOND ROOFING	06/24/2022	Virtual Pay	0.00	121.50	APA000741
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
PERMITREFUND Invoice		06/15/2022	PERMIT# R106-22 REFUND	0.00	121.50	
001-000-000-322100000		Building Permits		PERMIT# R106-22 REFUND	115.00	
657-000-000-386000001		State Bldg Code Fee		PERMIT# R106-22 REFUND	6.50	
098000	BUILDERS FIRSTSOURCE	06/24/2022	Virtual Pay	0.00	312.19	APA000742
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
85547211 Invoice		06/14/2022	ACCT#671668 RIBBON MUD MIXER	0.00	41.32	
402-400-000-53580-3100		Office and Operating		ACCT#671668 RIBBON MU	41.32	
85556660 Invoice		06/15/2022	ACCT#671668 WHEELBARROW	0.00	146.87	
401-000-000-53480-3100		Office and Operating		ACCT#671668 WHEELBAR	146.87	
85596606 Invoice		06/22/2022	ACCT#671668 SHINGLE REMOVER, FELT	0.00	124.00	

Check Register

Packet: APPKT02336-JUNE 24, 2022 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-000-000-53480-3100	Office and Operating		ACCT#671668 SHINGLE RE		124.00	
005900	CAPITAL BUSINESS MACHINES	06/24/2022	Virtual Pay	0.00	171.57	APA000743
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
INV107293	Invoice	06/10/2022	CONTRACT# 11922-01 POLICE DEPT	0.00	133.04	
001-118-000-52122-4500		Operating Rentals		CONTRACT# 11922-01 POL	133.04	
INV107294	Invoice	06/10/2022	CONTRACT#12047-01 POLICE DEPT	0.00	38.53	
001-118-000-52122-4500		Operating Rentals		CONTRACT#12047-01 POLI	38.53	
108679	CENTRAL MASON FIRE AND EMS	06/24/2022	Virtual Pay	0.00	124,832.42	APA000744
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
JUNE2022	Invoice	06/22/2022	JUNE 2022 FIRE SERVICES	0.00	124,832.42	
001-119-000-52220-4103		Prof FF Services-Fire Dist		JUNE 2022 FIRE SERVICES	86,291.18	
001-119-000-52221-4103		Prof EMS Services-Fire Di		JUNE 2022 FIRE SERVICES	28,763.74	
001-119-000-52230-4103		Prof Svcs Fire Prevention-		JUNE 2022 FIRE SERVICES	5,000.00	
001-119-000-52260-4100		Professional Serv - CMFE		JUNE 2022 FIRE SERVICES	4,777.50	
007570	CIT	06/24/2022	Virtual Pay	0.00	429.77	APA000745
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
40220014	Invoice	06/17/2022	CUST#2000176406	0.00	429.77	
001-112-000-51250-4500		Operating Rentals		CUST#2000176406	429.77	
009231	DARREN PARSE	06/24/2022	Virtual Pay	0.00	120.00	APA000746
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
INTERPRETATION	Invoice	06/22/2022	INTERPRETATION06132022	0.00	120.00	
001-112-000-51250-4106		Interpreter Expenses		INTERPRETATION0613202	120.00	
VEN02319	DENALI WATER SOLUTIONS LLC	06/24/2022	Virtual Pay	0.00	4,811.31	APA000747
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
SHEL-2214	Invoice	06/13/2022	TRANSPORTATION JUNE2022	0.00	4,811.31	
402-400-000-53580-4100		Professional Services/Adv		TRANSPORTATION JUNE20	4,811.31	
VEN01592	EDGAR JERONIMO PABLO	06/24/2022	Virtual Pay	0.00	140.00	APA000748
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
18	Invoice	06/17/2022	INTERPRETATION 6/15/22	0.00	140.00	
001-112-000-51250-4106		Interpreter Expenses	22 - ITC	INTERPRETATION 6/15/22	140.00	
015000	EDWARD HAEFLIGER	06/24/2022	Virtual Pay	0.00	198.00	APA000749
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
DENTALREIMBJU	Invoice	06/22/2022	DENTALREIMBJUNE2022	0.00	198.00	
611-000-000-51725-2036		Dental Costs - Retired Fire		DENTALREIMBJUNE2022	198.00	
016000	EDWIN C. ROLLER	06/24/2022	Virtual Pay	0.00	1,360.00	APA000750
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
DENTALREIMBJU	Invoice	06/22/2022	DENTALREIMBJUNE2022	0.00	1,360.00	
611-000-000-51725-2036		Dental Costs - Retired Fire		DENTALREIMBJUNE2022	1,360.00	
023078	FASTENAL COMPANY	06/24/2022	Virtual Pay	0.00	466.58	APA000751
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
WATUM203065	Invoice	04/06/2022	CUST#WATUM1961 SUPPLIES	0.00	69.08	
401-000-000-53480-3100		Office and Operating		CUST#WATUM1961 SUPPL	69.08	

Check Register

Packet: APPKT02336-JUNE 24, 2022 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
WATUM204885	Invoice	06/09/2022	CUST#WATUM1962 MISC SUPPLIES	0.00	397.50	
402-400-000-53580-3100	Office and Operating	19-COVID19	CUST#WATUM1962 MISC		324.65	
402-400-000-53580-3100	Office and Operating		CUST#WATUM1962 MISC		72.85	
045000	H.D. FOWLER COMPANY	06/24/2022	Virtual Pay	0.00	1,700.25	APA000752
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
16109257	Invoice	06/01/2022	ACCT#194680 CI MH RING/SEWER COVER	0.00	1,700.25	
402-400-000-53580-3100	Office and Operating		ACCT#194680 CI MH RING		1,700.25	
VEN01724	INSTRUMENT TECHNOLOGY CORP	06/24/2022	Virtual Pay	0.00	2,365.32	APA000753
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
20482	Invoice	06/16/2022	FERROMAGNETIC LOCATOR	0.00	1,182.66	
404-000-000-53180-3500	Small Tools/Equipment		FERROMAGNETIC LOCATOR		1,182.66	
20483	Invoice	06/16/2022	FERROMAGNETIC LOCATOR	0.00	1,182.66	
404-000-000-53180-3500	Small Tools/Equipment		FERROMAGNETIC LOCATOR		1,182.66	
067665	JAVELINA TRADING COMPANY	06/24/2022	Virtual Pay	0.00	103.78	APA000754
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
2206008	Invoice	06/14/2022	GLOVES, GLASSES	0.00	103.78	
001-112-000-52360-3100	Office and Operating		GLOVES, GLASSES		103.78	
070000	JIM'S AUTO REPAIR & TOWING	06/24/2022	Virtual Pay	0.00	92.48	APA000755
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
24393	Invoice	05/01/2022	CASE#22-503819 TOW FEE	0.00	92.48	
001-118-000-52122-4100	Patrol-Professional Servic		CASE#22-503819 TOW FEE		92.48	
108050	MASON COUNTY AUDITOR	06/24/2022	Virtual Pay	0.00	263.50	APA000756
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
175474	Invoice	05/31/2022	MAY RECORDING FEES	0.00	263.50	
401-000-000-53480-4100	Professional Services/Adv		MAY RECORDING FEES		263.50	
112000	MASON COUNTY SHERIFF DEPT	06/24/2022	Virtual Pay	0.00	21,717.50	APA000757
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
JUNE2022	Invoice	06/22/2022	JUNE 2022 JAIL BEDS/BOOKING FEES	0.00	21,717.50	
001-123-000-52360-4103	Professional Services/Adv		JUNE 2022 JAIL BEDS/BOO		21,717.50	
114350	MASON GENERAL HOSPITAL	06/24/2022	Virtual Pay	0.00	45.64	APA000758
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
4000733878	Invoice	05/07/2022	VENIPUNCTURE MACARIO PABLO	0.00	45.64	
001-123-000-52360-4100	Prof Services-Prisoner Me		VENIPUNCTURE MACARIO		45.64	
132235	MOUNTAIN MIST WATER	06/24/2022	Virtual Pay	0.00	112.17	APA000759
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
004798326	Invoice	06/14/2022	ACCT#074484 WATER	0.00	29.27	
401-000-000-53480-3100	Office and Operating		ACCT#074484 WATER		29.27	
004798327	Invoice	06/14/2022	ACCT#088436 WATER	0.00	26.71	
401-000-000-53480-3100	Office and Operating		ACCT#088436 WATER		26.71	
004798340	Invoice	06/14/2022	ACCT#088436 WATER	0.00	10.39	
001-118-000-55430-3100	Office and Operating		ACCT#088436 WATER		10.39	
004798354	Invoice	06/14/2022	ACCT#088436 WATER & RENTAL	0.00	31.06	
001-118-000-52122-3100	Office and Operating		ACCT#088436 WATER & RE		26.71	

Check Register

Packet: APPKT02336-JUNE 24, 2022 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-118-000-52122-4500		Operating Rentals	ACCT#088436 WATER & RE		4.35	
004798356	Invoice	06/14/2022	ACCT#088436 WATER & RENTAL	0.00	14.74	
001-112-000-51250-3100		Office and Operating	ACCT#088436 WATER & RE		10.39	
001-112-000-51250-4500		Operating Rentals	ACCT#088436 WATER & RE		4.35	
153500	PACIFIC LAMP & SUPPLY CO	06/24/2022	Virtual Pay	0.00	467.84	APA000760
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
850446	Invoice	06/13/2022	CUST#23733-1 LIGHT BULBS	0.00	467.84	
001-142-000-51830-3100		Office and Operating		CUST#23733-1 LIGHT BUL	93.57	
001-142-000-57250-3100		Office and Operating		CUST#23733-1 LIGHT BUL	374.27	
183400	SCJ ALLIANCE- SHEA, CARR & JEWEL	06/24/2022	Virtual Pay	0.00	231.00	APA000761
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
68109	Invoice	06/08/2022	501 WALLACE KNEELAND TIA REVIEW	0.00	231.00	
001-115-000-51896-4100		Professional Services/Adv		501 WALLACE KNEELAND T	231.00	
VEN02317	SOUND LAW CENTER LLC	06/24/2022	Virtual Pay	0.00	4,675.00	APA000762
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
2762	Invoice	05/05/2022	HEARING EXAMINER SVCS MAY 2022	0.00	4,675.00	
001-140-000-55860-4100		Professional Services/Adv		HEARING EXAMINER SVCS	4,675.00	
VEN01947	STANLEY CONVERGENT SECURITY SC	06/24/2022	Virtual Pay	0.00	177.57	APA000763
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
6002525764	Invoice	05/26/2022	ACCT#10674116 MAINTENANCE/MONITO	0.00	177.57	
001-142-000-57250-4100		Professional Services/Adv		ACCT#10674116 MAINTEN	177.57	
VEN01334	SUEZ TREATMENT SOLUTIONS INC.	06/24/2022	Virtual Pay	0.00	3,988.99	APA000764
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
901576159	Invoice	06/06/2022	PHOTOCELL SENSOR, DATA CABLE ASSY	0.00	3,988.99	
402-400-000-53580-3100		Office and Operating		PHOTOCELL SENSOR, DATA	3,988.99	
178252	TASCHNER LAW, PLLC	06/24/2022	Virtual Pay	0.00	9,083.00	APA000765
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
JUNE2022	Invoice	06/22/2022	JUNE 2022 PUBLIC DEFENSE SVCS	0.00	9,083.00	
001-122-000-51593-4100		Public Defense/Adult Mis		JUNE 2022 PUBLIC DEFENS	9,083.00	
VEN01972	THOMAS A FURRER	06/24/2022	Virtual Pay	0.00	1,500.00	APA000766
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
JUNE2022	Invoice	06/22/2022	JUNE 2022 SECURITY SERVICES	0.00	1,500.00	
001-112-000-51250-4109		Other Professional Servic		JUNE 2022 SECURITY SERV	1,500.00	
200985	THURSTON CO PUBLIC HEALTH	06/24/2022	Virtual Pay	0.00	630.00	APA000767
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
LABFEESMAY202	Invoice	06/10/2022	LABFEESMAY2022	0.00	630.00	
401-000-000-53480-4100		Professional Services/Adv		LABFEESMAY2022	630.00	
201300	TOZIER BROS INC.	06/24/2022	Virtual Pay	0.00	328.30	APA000768
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
457495	Invoice	06/13/2022	CUST#20090 SHOVEL, BRACE	0.00	86.87	
404-000-000-53180-3100		Office and Operating		CUST#20090 SHOVEL, BRA	86.87	
457505	Invoice	06/13/2022	CUST#20090 TRIMMER LINE	0.00	22.83	

Check Register

Packet: APPKT02336-JUNE 24, 2022 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
404-000-000-53180-3100		Office and Operating	CUST#20090 TRIMMER LIN		22.83	
457514	Invoice	06/13/2022	CUST# 20090 JB WELD STEEL EPOXY	0.00	17.40	
404-000-000-53180-3100		Office and Operating	CUST# 20090 JB WELD STE		17.40	
457529	Invoice	06/14/2022	CUST# 20090 ACE 4TINE CULTIVATOR	0.00	22.45	
402-400-000-53580-3100		Office and Operating	CUST# 20090 ACE 4TINE C		22.45	
457548	Invoice	06/15/2022	CUST# 20090 HOSE, WRENCH	0.00	86.81	
402-400-000-53580-3100		Office and Operating	CUST# 20090 HOSE, WREN		86.81	
457552	Invoice	06/15/2022	CUST# 20090 VINEGAR, DECK SPRAYER	0.00	47.47	
402-400-000-53580-3100		Office and Operating	CUST# 20090 VINEGAR, DE		47.47	
457572	Invoice	06/16/2022	CUST# 20090 MARKING WAND PRO	0.00	28.06	
402-400-000-53580-3100		Office and Operating	CUST# 20090 MARKING W		28.06	
457574	Invoice	06/16/2022	CUST#20090 PROPANE	0.00	16.41	
402-400-000-53580-3100		Office and Operating	CUST#20090 PROPANE		16.41	
VEN01877	TRANSGROUP	06/24/2022	Virtual Pay	0.00	13,848.00	APA000769
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
28247	Invoice	06/16/2022	ENGINEERING SVCS THRU JUNE 3 2022	0.00	13,848.00	
302-000-000-59565-4100		PARKING FACILITIES-Profe	19-CITYPRKLOT	ENGINEERING SVCS THRU	13,848.00	
201875	TYLER TECHNOLOGIES	06/24/2022	Virtual Pay	0.00	160.00	APA000770
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
025-383123	Invoice	07/01/2022	CUST#48155 JULY UTILITY BILLING FEE	0.00	160.00	
001-111-000-51421-4100		Professional Services/Adv		CUST#48155 JULY UTILITY	160.00	
203780	WATER MGMNT LABORATORIES INC	06/24/2022	Virtual Pay	0.00	264.00	APA000771
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
203346	Invoice	06/08/2022	ACCT# AS201R 5/16/22 TESTS	0.00	264.00	
402-400-000-53580-4100		Professional Services/Adv		ACCT# AS201R 5/16/22 TE	264.00	
053987	WESTBAY NAPA AUTO PARTS	06/24/2022	Virtual Pay	0.00	14.83	APA000772
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
492241	Credit Memo	10/01/2019	ACCT#4296 CREDIT FOR OVERPAYMENT	0.00	-11.00	
503-000-000-54865-3100		Office and Operating		ACCT#4296 CREDIT FOR O	-11.00	
991825	Invoice	06/09/2022	ACCT#4296 TOOL BOX LINER, SUPERWEL	0.00	25.83	
404-000-000-53180-3100		Office and Operating		ACCT#4296 TOOL BOX LIN	25.83	
VEN02139	ZEPELIN SHIPPING & TECHNOLOGY	06/24/2022	Virtual Pay	0.00	11.54	APA000773

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Packet: APPKT02336-JUNE 24, 2022 AP AUTOMATION PAYMENTS

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		
PACKAGEID#8471	Invoice	06/15/2022	WSP TOXICOLOGY LAB	0.00	11.54	
001-118-000-52122-4200	Communication		WSP TOXICOLOGY LAB		11.54	

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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
Virtual Payments	58	38	0.00	213,429.51
	58	38	0.00	213,429.51

Virtual Payments	58	38	0.00	213,429.51
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2022	213,429.51
			<u>213,429.51</u>

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 number 107446 through number 107451 in the total amount of \$9,024.72 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 1st of July, 2022.


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 _____, 2022.

Mayor Eric Onisko

Deputy Mayor Joe Schmit

Councilmember James Boad

Councilmember Miguel Gutierrez

Councilmember Kathy McDowell

Councilmember Deidre Peterson

Councilmember Sharon Schirman



Shelton, WA

Check Register

Packet: APPKT02338 - JUNE 24, 2022 MANUAL AP PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN01831	ANTHEM SPORTS, LLC	06/24/2022	Regular	0.00	1,491.67	107446
151000	P. U. D. # 3	06/24/2022	Regular	0.00	7,355.44	107447
VEN02006	THOMAS FAMILY ENTERPRISES LLC	06/24/2022	Regular	0.00	78.61	107448
202195	U.S. BANK N.A.-CUSTODY	06/24/2022	Regular	0.00	38.00	107449
VEN01426	WALMART STORE	06/24/2022	Regular	0.00	31.00	107450
VEN01411	WASH STATE PATROL	06/24/2022	Regular	0.00	30.00	107451

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	16	6	0.00	9,024.72
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
Virtual Payments	0	0	0.00	0.00
	16	6	0.00	9,024.72

Virtual Payments	0	0	0.00	0.00
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2022	9,024.72
			<u>9,024.72</u>



Shelton, WA

Check Register

Packet: APPKT02338 - JUNE 24, 2022 MANUAL AP PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN01831	ANTHEM SPORTS, LLC	06/24/2022	Regular	0.00	1,491.67	107446
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
332381REISSUE	Invoice	03/15/2022	SOFTBALLS	0.00	1,491.67	
001-141-000-57120-3100		Office and Operating		SOFTBALLS	1,491.67	
151000	P. U. D. # 3	06/24/2022	Regular	0.00	7,355.44	107447
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
101097001JUN22	Invoice	06/16/2022	101097001JUN22	0.00	73.37	
101-000-000-54264-4700		Utility Services		101097001JUN22	73.37	
101155001JUN22	Invoice	06/16/2022	101155001JUN22	0.00	5,223.40	
401-000-000-53480-4700		Utility Services-Water		101155001JUN22	5,223.40	
109397001JUN22	Invoice	06/16/2022	109397001JUN22	0.00	85.47	
101-000-000-54264-4700		Utility Services		109397001JUN22	85.47	
109413001JUN22	Invoice	06/16/2022	109413001JUN22	0.00	60.61	
101-000-000-54264-4700		Utility Services		109413001JUN22	60.61	
113939001JUN22	Invoice	06/15/2022	113939001JUN22	0.00	54.64	
401-000-000-53480-4700		Utility Services-Water		113939001JUN22	54.64	
25911001JUN22	Invoice	06/16/2022	25911001JUN22	0.00	1,468.39	
401-000-000-53480-4700		Utility Services-Water		25911001JUN22	1,468.39	
25913001JUN22	Invoice	06/16/2022	25913001JUN22	0.00	82.68	
401-000-000-53480-4700		Utility Services-Water		25913001JUN22	82.68	
26197001JUN22	Invoice	06/16/2022	26197001JUN22	0.00	70.11	
101-000-000-54264-4700		Utility Services		26197001JUN22	70.11	
82241001JUN22	Invoice	06/15/2022	82241001JUN22	0.00	125.89	
001-141-000-57680-4700		Utility Services-Park		82241001JUN22	125.89	
85079001JUN22	Invoice	06/15/2022	85079001JUN22	0.00	57.54	
402-300-000-53580-4700		Utility Services-Sewer Ma		85079001JUN22	57.54	
85183001JUN22	Invoice	06/15/2022	85183001JUN22	0.00	53.34	
404-000-000-53180-4700		Utility Services		85183001JUN22	53.34	
VEN02006	THOMAS FAMILY ENTERPRISES LLC	06/24/2022	Regular	0.00	78.61	107448
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
03212220400REI	Invoice	03/21/2022	03212220400REISSUE	0.00	78.61	
503-000-000-54865-3500		Small Tools/Equipment		03212220400REISSUE	78.61	
202195	U.S. BANK N.A.-CUSTODY	06/24/2022	Regular	0.00	38.00	107449
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
FEB/2022REISSU	Invoice	02/28/2022	FEB 2022 CUSTODY CHARGES	0.00	38.00	
001-111-000-51423-4102		Prof Services-Banking Fee		FEB 2022 CUSTODY CHARG	38.00	
VEN01426	WALMART STORE	06/24/2022	Regular	0.00	31.00	107450
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
RESTITUTION5138	Invoice	06/24/2022	CASE 51389C RESTITUION REISSUE	0.00	31.00	
657-000-000-58600-0010		Municipal Court Trust		CASE 51389C RESTITUION	31.00	

Check Register

Packet: APPKT02338-JUNE 24, 2022 MANUAL AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01411	WASH STATE PATROL	06/24/2022	Regular	0.00	30.00	107451
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
RESTITUTIONJUN Invoice	06/16/2022	CASE 49243C RESTITUTION		0.00	30.00	
657-000-000-58600-0010	Municipal Court Trust		CASE 49243C RESTITUTIO		30.00	

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	16	6	0.00	9,024.72
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
Virtual Payments	0	0	0.00	0.00
	16	6	0.00	9,024.72

Virtual Payments	0	0	0.00	0.00
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Fund Summary


Fund	Name	Period	Amount
999	Pooled Cash	6/2022	9,024.72
			<u>9,024.72</u>

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Danku
6/24/22

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 number 107462 through number 107468 in the total amount of \$26,510.27 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 1st of July, 2022.



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 _____, 2022.

Mayor Eric Onisko

Deputy Mayor Joe Schmit

Councilmember James Boad

Councilmember Miguel Gutierrez

Councilmember Kathy McDowell

Councilmember Deidre Peterson

Councilmember Sharon Schirman



Shelton, WA

Check Register

Packet: APPKT02343 - JULY 1, 2022 MANUAL AP PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN01281	CITY OF SHELTON - UTILITY BILLS/PE	07/01/2022	Regular	0.00	20,287.33	107462
009595	DEPT. OF LICENSING	07/01/2022	Regular	0.00	36.00	107463
VEN01801	DONNA NAULT	07/01/2022	Regular	0.00	52.00	107464
VEN02162	GABE REYNA	07/01/2022	Regular	0.00	150.00	107465
VEN02323	KARY HOLLOWAY	07/01/2022	Regular	0.00	137.00	107466
VEN02322	MAYLIN MORALES	07/01/2022	Regular	0.00	300.00	107467
151000	P. U. D. # 3	07/01/2022	Regular	0.00	5,547.94	107468

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	11	7	0.00	26,510.27
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
Virtual Payments	0	0	0.00	0.00
	11	7	0.00	26,510.27

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Virtual Payments	0	0	0.00	0.00
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2022	26,510.27
			<u>26,510.27</u>



Shelton, WA

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Packet: APPKT02343 - JULY 1, 2022 MANUAL AP PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN01281	CITY OF SHELTON - UTILITY BILLS/PE	07/01/2022	Regular	0.00	20,287.33	107462
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<u>JUNE/2022</u>	Invoice	06/16/2022	JUNE/2022	0.00	20,287.33	
001-118-000-55430-4700	Utility Services-Animal Sh		JUNE/2022		153.62	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		493.22	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		81.18	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		12.56	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		327.93	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		161.83	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		43.27	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		161.83	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		316.01	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		197.55	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		26.05	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		439.68	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		15.84	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		85.34	
001-141-000-57680-4700	Utility Services-Park		JUNE/2022		87.02	
001-142-000-51890-4715	Utility Services-Civic Ctr		JUNE/2022		143.02	
001-142-000-51890-4715	Utility Services-Civic Ctr		JUNE/2022		43.27	
001-142-000-51890-4715	Utility Services-Civic Ctr		JUNE/2022		144.67	
001-142-000-51890-4715	Utility Services-Civic Ctr		JUNE/2022		767.84	
001-142-000-57250-4700	Utility Services-Library		JUNE/2022		507.21	
001-142-000-57530-4700	Utility Services-Museum		JUNE/2022		120.95	
101-000-000-54265-4700	Utility Services		JUNE/2022		150.31	
101-000-000-54270-4700	Utility Services-Roadside		JUNE/2022		43.27	
401-000-000-53480-4700	Utility Services-Water		JUNE/2022		48.41	
401-000-000-53480-4700	Utility Services-Water		JUNE/2022		15.20	
401-000-000-53480-4700	Utility Services-Water		JUNE/2022		37.44	
401-000-000-53480-4700	Utility Services-Water		JUNE/2022		15.46	
401-000-000-53480-4700	Utility Services-Water		JUNE/2022		22.20	
401-000-000-53480-4700	Utility Services-Water		JUNE/2022		15.29	
401-000-000-53480-4701	Utility Services - Shop		JUNE/2022		128.50	
401-000-000-53480-4701	Utility Services - Shop		JUNE/2022		602.30	
401-000-000-53480-4701	Utility Services - Shop		JUNE/2022		89.97	
401-000-000-53480-4701	Utility Services - Shop		JUNE/2022		112.05	
402-300-000-53580-4700	Utility Services-Sewer Ma		JUNE/2022		15.20	
402-400-000-53580-4700	Utility Services-Sewer Ma		JUNE/2022		2,390.41	
402-400-000-53580-4700	Utility Services-Sewer Ma		JUNE/2022		458.71	
402-400-000-53580-4700	Utility Services-Sewer Ma		JUNE/2022		19.66	
402-400-000-53580-4700	Utility Services-Sewer Ma		JUNE/2022		25.21	
402-400-000-53580-4700	Utility Services-Sewer Ma		JUNE/2022		25.21	
402-400-000-53580-4700	Utility Services-Sewer Ma		JUNE/2022		68.27	
402-500-000-53580-4700	Utility Services-Sewer Ma		JUNE/2022		42.86	
402-640-000-53580-4700	Utility Services-Sewer Sat		JUNE/2022		602.52	
402-640-000-53580-4700	Utility Services-Sewer Sat		JUNE/2022		17.57	
402-640-000-53580-4700	Utility Services-Sewer Sat		JUNE/2022		10,959.93	
404-000-000-53180-4700	Utility Services		JUNE/2022		51.49	

009595	DEPT. OF LICENSING	07/01/2022	Regular	0.00	36.00	107463
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Check Register

Packet: APPKT02343-JULY 1, 2022 MANUAL AP PAYMENTS

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	
SHP220032	Invoice	06/27/2022	ISAIAH WAYNE ISBELL	0.00	18.00	
657-000-000-58600-0007		Concealed Pistol Permits		ISAIAH WAYNE ISBELL	18.00	
SHP220034	Invoice	06/27/2022	CHARLES FLOYD FRIESNER	0.00	18.00	
657-000-000-58600-0007		Concealed Pistol Permits		CHARLES FLOYD FRIESNER	18.00	
VEN01801	DONNA NAULT	07/01/2022	Regular	0.00	52.00	107464
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
NWCLERKSINSTIT	Invoice	06/29/2022	NWCLERKSINSTITUTEJUN22	0.00	52.00	
001-121-000-51430-4307		Travel-Clerk-Training		NWCLERKSINSTITUTEJUN2	52.00	
VEN02162	GABE REYNA	07/01/2022	Regular	0.00	150.00	107465
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
21732CDLREIMB	Invoice	06/29/2022	CDLREIMBJUN22	0.00	150.00	
404-000-000-53180-4900		Miscellaneous		CDLREIMBJUN22	150.00	
VEN02323	KARY HOLLOWAY	07/01/2022	Regular	0.00	137.00	107466
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
NWCLERKSINSTIT	Invoice	06/29/2022	NWCLERKSINSTITUTEJUN22	0.00	137.00	
001-121-000-51430-4307		Travel-Clerk-Training		NWCLERKSINSTITUTEJUN2	137.00	
VEN02322	MAYLIN MORALES	07/01/2022	Regular	0.00	300.00	107467
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
DAMAGEDDEPOSIT	Invoice	06/27/2022	DAMAGEDDEPOSITREFUND	0.00	300.00	
657-000-000-386000002		Community Cntr Damage		DAMAGEDDEPOSITREFUND	300.00	
151000	P. U. D. # 3	07/01/2022	Regular	0.00	5,547.94	107468
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
101002JUN22	Invoice	06/20/2022	101002JUN22	0.00	84.44	
101-000-000-54264-4700		Utility Services		101002JUN22	84.44	
101149001JUN22	Invoice	06/20/2022	101149001JUN22	0.00	57.98	
401-000-000-53480-4700		Utility Services-Water		101149001JUN22	57.98	
109441001JUN22	Invoice	06/23/2022	109441001JUN22	0.00	69.09	
101-000-000-54264-4700		Utility Services		109441001JUN22	69.09	
252689001JUN22	Invoice	06/20/2022	252689001JUN22	0.00	5,336.43	
402-640-000-53580-4700		Utility Services-Sewer Sat		252689001JUN22	5,336.43	

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	11	7	0.00	26,510.27
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
Virtual Payments	0	0	0.00	0.00
	11	7	0.00	26,510.27

Virtual Payments	0	0	0.00	0.00
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2022	26,510.27
			<u>26,510.27</u>

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 number APA000774 through number APA000812 in the total amount of \$130,516.65 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 13th of July, 2022.


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 _____, 2022.

Mayor Eric Onisko

Deputy Mayor Joe Schmit

Councilmember James Boad

Councilmember Miguel Gutierrez

Councilmember Kathy McDowell

Councilmember Deidre Peterson

Councilmember Sharon Schirman



Shelton, WA

Check Register

Packet: APPKT02344 - JULY 1, 2022 AP AUTOMATION PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
002982	APP	07/01/2022	Virtual Pay	0.00	9,022.20	APA000774
002520	ARAMARK	07/01/2022	Virtual Pay	0.00	126.64	APA000775
003003	ASSOC OF WA CITIES	07/01/2022	Virtual Pay	0.00	26,400.00	APA000776
098000	BUILDERS FIRSTSOURCE	07/01/2022	Virtual Pay	0.00	338.39	APA000777
009351	DELAGÉ LANDEN FINANCIAL SVCS	07/01/2022	Virtual Pay	0.00	1,037.65	APA000778
VEN02319	DENALI WATER SOLUTIONS LLC	07/01/2022	Virtual Pay	0.00	1,868.18	APA000779
023078	FASTENAL COMPANY	07/01/2022	Virtual Pay	0.00	824.32	APA000780
159001	FERGUSON ENTERPRISES LLC #3325	07/01/2022	Virtual Pay	0.00	406.90	APA000781
023500	FERGUSON ENTERPRISES, INC.	07/01/2022	Virtual Pay	0.00	21.55	APA000782
VEN01406	FERGUSON WATERWORKS	07/01/2022	Virtual Pay	0.00	298.26	APA000783
031500	GALLS, LLC	07/01/2022	Virtual Pay	0.00	833.05	APA000784
036935	GC SYSTEMS, INC	07/01/2022	Virtual Pay	0.00	11,283.65	APA000785
045000	H.D. FOWLER COMPANY	07/01/2022	Virtual Pay	0.00	1,773.48	APA000786
045150	HACH COMPANY	07/01/2022	Virtual Pay	0.00	401.60	APA000787
053992	HOOD CANAL COMMUNICATIONS	07/01/2022	Virtual Pay	0.00	5,217.42	APA000788
079581	KCDA PURCHASING COOPERATIVE	07/01/2022	Virtual Pay	0.00	213.65	APA000789
VEN01821	KITSAP GARAGE DOOR CO	07/01/2022	Virtual Pay	0.00	1,079.58	APA000790
VEN01230	L.N. CURTIS & SONS	07/01/2022	Virtual Pay	0.00	155.14	APA000791
194000	LEROY T. VALLEY	07/01/2022	Virtual Pay	0.00	317.11	APA000792
098580	MACECOM	07/01/2022	Virtual Pay	0.00	48,367.13	APA000793
113004	MASON COUNTY - UTILITIES/WASTE	07/01/2022	Virtual Pay	0.00	2,006.05	APA000794
VEN02141	NORTHWEST CASCADE, INC.	07/01/2022	Virtual Pay	0.00	117.90	APA000795
VEN01702	NORTHWEST TRUCK & INDUSTRIAL	07/01/2022	Virtual Pay	0.00	33.26	APA000796
144504	NSI LAB SOLUTIONS, INC	07/01/2022	Virtual Pay	0.00	1,236.40	APA000797
150076	OWEN EQUIPMENT COMPANY	07/01/2022	Virtual Pay	0.00	973.25	APA000798
153500	PACIFIC LAMP & SUPPLY CO	07/01/2022	Virtual Pay	0.00	78.77	APA000799
164710	QUALITY CONTROL SERVICES, INC.	07/01/2022	Virtual Pay	0.00	125.00	APA000800
165704	R & D SUPPLY	07/01/2022	Virtual Pay	0.00	1,309.66	APA000801
166927	RAINIER LIGHTING & ELECTRICAL	07/01/2022	Virtual Pay	0.00	529.91	APA000802
187000	SHELTON-MASON COUNTY JOURNA	07/01/2022	Virtual Pay	0.00	270.00	APA000803
191500	SONSRAY MACHINERY, LLC	07/01/2022	Virtual Pay	0.00	171.15	APA000804
192800	SOUTHGATE FENCE, INC.	07/01/2022	Virtual Pay	0.00	226.46	APA000805
196341	STEVEN R. BUZZARD	07/01/2022	Virtual Pay	0.00	60.00	APA000806
VEN02320	SWANK MOTION PICTURES, INC.	07/01/2022	Virtual Pay	0.00	3,325.00	APA000807
VEN01315	SYN-TECH SYSTEMS, INC.	07/01/2022	Virtual Pay	0.00	117.92	APA000808
VEN02199	TERMINIX PROCESSING CENTER	07/01/2022	Virtual Pay	0.00	1,240.54	APA000809
201300	TOZIER BROS INC.	07/01/2022	Virtual Pay	0.00	381.11	APA000810
201520	TRAFFIC SAFETY SUPPLY CO.	07/01/2022	Virtual Pay	0.00	760.24	APA000811
VEN02321	WOODS ACQUISITION LLC	07/01/2022	Virtual Pay	0.00	7,568.13	APA000812

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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
Virtual Payments	86	39	0.00	130,516.65
	86	39	0.00	130,516.65

Virtual Payments	86	39	0.00	130,516.65
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2022	130,516.65
			<u>130,516.65</u>



Shelton, WA

Check Register

Packet: APPKT02344 - JULY 1, 2022 AP AUTOMATION
PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
002982	APP	07/01/2022	Virtual Pay	0.00	9,022.20	APA000774
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
22-559062	Invoice	06/15/2022	ACCT# AP7500158 FUEL	0.00	5,081.60	
503-250-000-58900-0001		Inventory-Gas		ACCT# AP7500158 FUEL	5,081.60	
22-564865	Invoice	06/22/2022	ACCT# AP7500158 FUEL	0.00	3,940.60	
503-250-000-58900-0001		Inventory-Gas		ACCT# AP7500158 FUEL	3,940.60	
002520	ARAMARK	07/01/2022	Virtual Pay	0.00	126.64	APA000775
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
5120019976	Invoice	06/08/2022	ACCT#792105973 COVERALLS	0.00	64.22	
402-400-000-53580-4900		Miscellaneous		ACCT#792105973 COVERA	64.22	
5120024542	Invoice	06/15/2022	ACCT#792105973 COVERALLS	0.00	62.42	
402-400-000-53580-4900		Miscellaneous		ACCT#792105973 COVERA	62.42	
003003	ASSOC OF WA CITIES	07/01/2022	Virtual Pay	0.00	26,400.00	APA000776
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
99418	Invoice	06/24/2022	TIER 4 ANNUAL GIS CONSORTIUM MEMB	0.00	26,400.00	
001-140-000-55860-4900		Miscellaneous		TIER 4 ANNUAL GIS CONS	26,400.00	
098000	BUILDERS FIRSTSOURCE	07/01/2022	Virtual Pay	0.00	338.39	APA000777
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
59396812	Credit Memo	06/02/2022	ACCT#671668 NUT	0.00	-7.61	
001-142-000-51890-3115		Office and Operating-Civi		ACCT#671668 NUT	-7.61	
85522220	Invoice	06/09/2022	ACCT#671668 LATCHES, LUMBER	0.00	98.44	
404-000-000-53180-3100		Office and Operating		ACCT#671668 LATCHES, LU	98.44	
85600933	Invoice	06/22/2022	ACCT#671668 SEALANT, SPEED/COMBO S	0.00	84.79	
401-000-000-53480-3100		Office and Operating		ACCT#671668 SEALANT, SP	84.79	
85601181	Invoice	06/22/2022	ACCT#671668 METAL SNIP, SNIP OFFSET	0.00	42.41	
401-000-000-53480-3100		Office and Operating		ACCT#671668 METAL SNIP,	42.41	
85606785	Invoice	06/23/2022	ACCT#671668 HORNET SPRAY, SCREWS	0.00	30.20	
401-000-000-53480-3100		Office and Operating		ACCT#671668 HORNET SP	30.20	
85609655	Invoice	06/23/2022	ACCT#671668 LUMBER	0.00	13.37	
401-000-000-53480-3100		Office and Operating		ACCT#671668 LUMBER	13.37	
85631876	Invoice	06/27/2022	ACCT#671668 CONCRETE MIX	0.00	42.32	
101-000-000-54230-3100		Office and Operating		ACCT#671668 CONCRETE	42.32	
85636768	Invoice	06/28/2022	ACCT#671668 SCREWS	0.00	34.47	
402-400-000-53580-3100		Office and Operating		ACCT#671668 SCREWS	34.47	
009351	DELAGE LANDEN FINANCIAL SVCS	07/01/2022	Virtual Pay	0.00	1,037.65	APA000778
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
76712823	Invoice	06/23/2022	CONTRACT#25468950	0.00	203.13	
001-118-000-52122-4500		Operating Rentals		CONTRACT#25468950	203.13	
76712913	Invoice	06/23/2022	CONTRACT# 25482810	0.00	401.48	
001-118-000-52122-4500		Operating Rentals		CONTRACT# 25482810	401.48	
76714255	Invoice	06/23/2022	CONTRACT#25532691	0.00	270.92	

Check Register

Packet: APPKT02344-JULY 1, 2022 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-115-000-51896-4500		Operating Rentals	CONTRACT#25532691		127.33	
001-122-000-51530-4500		Operating Rentals	CONTRACT#25532691		13.55	
001-140-000-55860-4500		Operating Rentals	CONTRACT#25532691		130.04	
76714270	Invoice	06/23/2022	CONTRACT#25536642	0.00	162.12	
401-000-000-53480-4501		Operating Rentals - Shop	CONTRACT#25536642		162.12	
VEN02319	DENALI WATER SOLUTIONS LLC	07/01/2022	Virtual Pay	0.00	1,868.18	APA000779
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
SHEL-2215	Invoice	06/22/2022	TRANSPORTATION TO NSF	0.00	1,868.18	
402-400-000-53580-4100		Professional Services/Adv		TRANSPORTATION TO NSF	1,868.18	
023078	FASTENAL COMPANY	07/01/2022	Virtual Pay	0.00	824.32	APA000780
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
WATUM204870	Invoice	06/09/2022	CUST#WATUM1147 KNOT WIRE	0.00	127.82	
503-000-000-54865-3100		Office and Operating		CUST#WATUM1147 KNOT	127.82	
WATUM205013	Invoice	06/14/2022	CUST#WATUM1962 SAFETY VESTS	0.00	241.20	
402-400-000-53580-3100		Office and Operating		CUST#WATUM1962 SAFET	241.20	
WATUM205095	Invoice	06/16/2022	CUST#WATUM1962 MISC	0.00	455.30	
402-400-000-53580-3100		Office and Operating	19-COVID19	CUST#WATUM1962 MISC	292.31	
402-400-000-53580-3100		Office and Operating		CUST#WATUM1962 MISC	162.99	
159001	FERGUSON ENTERPRISES LLC #3325	07/01/2022	Virtual Pay	0.00	406.90	APA000781
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
0216585	Invoice	06/16/2022	CUST#1143 FLUSHING DIFFUSER	0.00	406.90	
401-000-000-53480-3100		Office and Operating		CUST#1143 FLUSHING DIF	406.90	
023500	FERGUSON ENTERPRISES, INC.	07/01/2022	Virtual Pay	0.00	21.55	APA000782
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
0548351	Invoice	06/21/2022	CUST#146629 TBE EXT TUBE	0.00	21.55	
001-142-000-51890-3115		Office and Operating-Civi		CUST#146629 TBE EXT TU	21.55	
VEN01406	FERGUSON WATERWORKS	07/01/2022	Virtual Pay	0.00	298.26	APA000783
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
1007843-2	Invoice	06/15/2022	CUST#57007 ADAPTER	0.00	298.26	
401-000-000-53480-3100		Office and Operating		CUST#57007 ADAPTER	298.26	
031500	GALLS, LLC	07/01/2022	Virtual Pay	0.00	833.05	APA000784
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
017004406	Credit Memo	11/20/2020	ACCT#3524003 POLOS	0.00	-10.16	
001-118-000-55430-3101		Uniforms		ACCT#3524003 POLOS	-10.16	
017242425	Credit Memo	12/18/2020	ACCT #3524003-WOMENS POLY/WOOL T	0.00	-159.48	
001-118-000-55430-3101		Uniforms		ACCT #3524003-WOMENS	-159.48	
020402360	Invoice	02/08/2022	ACCT#3524003 UNIFORMS	0.00	1,552.13	
001-118-000-52122-3101		Uniforms		ACCT#3524003 UNIFORMS	1,552.13	
020456296	Credit Memo	02/15/2022	ACCT#3524003 VEST	0.00	-549.44	
001-118-000-52122-3101		Uniforms		ACCT#3524003 VEST	-549.44	
036935	GC SYSTEMS, INC	07/01/2022	Virtual Pay	0.00	11,283.65	APA000785
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
5660	Invoice	06/23/2022	REBUILD CLA VAL CONTROL VALVES	0.00	11,283.65	
401-000-000-53480-4100		Professional Services/Adv		REBUILD CLA VAL CONTRO	11,283.65	

Check Register

Packet: APPKT02344-JULY 1, 2022 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
045000	H.D. FOWLER COMPANY	07/01/2022	Virtual Pay	0.00	1,773.48	APA000786
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
16119549	Invoice	06/13/2022	ACCT#194680 MISC	0.00	1,277.73	
402-400-000-53580-4800		Repairs and Maintenance		ACCT#194680 MISC	1,277.73	
16126935	Invoice	06/20/2022	ACCT#194680 OIL PLUG, HOLD DOWN NU	0.00	168.16	
401-000-000-53480-3100		Office and Operating		ACCT#194680 OIL PLUG, H	168.16	
16126936	Invoice	06/20/2022	ACCT#194680 FIRE HOSE	0.00	327.59	
401-000-000-53480-3100		Office and Operating		ACCT#194680 FIRE HOSE	327.59	
045150	HACH COMPANY	07/01/2022	Virtual Pay	0.00	401.60	APA000787
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
13097724	Invoice	06/15/2022	ACCT#341640 BUFFER SOLUTION	0.00	182.52	
402-400-000-53580-3100		Office and Operating		ACCT#341640 BUFFER SOL	182.52	
13099255	Invoice	06/16/2022	ACCT#341640 ELECTRODE CLEANER	0.00	219.08	
402-400-000-53580-3100		Office and Operating		ACCT#341640 ELECTRODE	219.08	
053992	HOOD CANAL COMMUNICATIONS	07/01/2022	Virtual Pay	0.00	5,217.42	APA000788
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
10727207	Invoice	07/01/2022	ACCT#00017664-7 JULY 2022	0.00	4,128.30	
001-132-000-51888-4200		Communication		ACCT#00017664-7 JULY 20	188.85	
001-132-000-51888-4200		Communication		ACCT#00017664-7 JULY 20	63.95	
001-132-000-51888-4200		Communication		ACCT#00017664-7 JULY 20	180.00	
001-132-000-51888-4200		Communication		ACCT#00017664-7 JULY 20	270.00	
001-132-000-51888-4801		Repairs and Maintenance		ACCT#00017664-7 JULY 20	405.50	
401-000-000-53480-4201		Communication - Shop		ACCT#00017664-7 JULY 20	180.00	
401-000-000-53480-4201		Communication - Shop		ACCT#00017664-7 JULY 20	1,260.00	
402-400-000-53580-4200		Communication		ACCT#00017664-7 JULY 20	180.00	
402-400-000-53580-4200		Communication		ACCT#00017664-7 JULY 20	1,400.00	
10729425	Invoice	07/01/2022	ACCT#00003840-2 JULY2022	0.00	1,089.12	
001-118-000-55430-4200		Communication		ACCT#00003840-2 JULY20	32.60	
001-118-000-55430-4200		Communication		ACCT#00003840-2 JULY20	0.12	
001-119-000-52250-4200		Communication		ACCT#00003840-2 JULY20	34.31	
001-119-000-52250-4200		Communication		ACCT#00003840-2 JULY20	34.31	
001-119-000-52250-4200		Communication		ACCT#00003840-2 JULY20	34.31	
001-120-000-51310-4200		Communication		ACCT#00003840-2 JULY20	0.12	
001-130-000-51810-4200		Communication		ACCT#00003840-2 JULY20	41.38	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	56.87	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	0.12	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	0.12	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	34.31	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	0.12	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	568.27	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	34.31	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	34.31	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	34.31	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	34.64	
001-142-000-51890-4215		Communication-Civic Cen		ACCT#00003840-2 JULY20	11.42	
401-000-000-53480-4201		Communication - Shop		ACCT#00003840-2 JULY20	34.31	
401-000-000-53480-4201		Communication - Shop		ACCT#00003840-2 JULY20	0.12	
401-000-000-53480-4201		Communication - Shop		ACCT#00003840-2 JULY20	34.31	
401-000-000-53480-4201		Communication - Shop		ACCT#00003840-2 JULY20	34.31	
402-400-000-53580-4200		Communication		ACCT#00003840-2 JULY20	0.12	
079581	KCDA PURCHASING COOPERATIVE	07/01/2022	Virtual Pay	0.00	213.65	APA000789

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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	
300641398	Invoice	06/15/2022	CUST# 101367 CAN LINERS	0.00	213.65	
001-141-000-57680-3100		Office and Operating		CUST# 101367 CAN LINERS	213.65	
VEN01821	KITSAP GARAGE DOOR CO	07/01/2022	Virtual Pay	0.00	1,079.58	APA000790
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
108437	Invoice	06/24/2022	LIGHT CURTAIN	0.00	1,079.58	
001-119-000-52250-4100		Professional Services/Adv		LIGHT CURTAIN	1,079.58	
VEN01230	L.N. CURTIS & SONS	07/01/2022	Virtual Pay	0.00	155.14	APA000791
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
INV604779	Invoice	06/14/2022	CUST# C5463 SHIRTS, EMBLEMS	0.00	155.14	
001-118-000-52122-3101		Uniforms		CUST# C5463 SHIRTS, EMB	155.14	
194000	LEROY T. VALLEY	07/01/2022	Virtual Pay	0.00	317.11	APA000792
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
95434	Invoice	06/16/2022	REAPIRS 1000D	0.00	317.11	
503-000-000-54865-3104		Oper Supp-Parts-EM&R V		REAPIRS 1000D	317.11	
098580	MACECOM	07/01/2022	Virtual Pay	0.00	48,367.13	APA000793
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
735	Invoice	07/01/2022	CUST#73 3RD QTR 2022 USER FEES	0.00	48,367.13	
001-118-000-52122-4104		Professional Serv-Dispatc		CUST#73 3RD QTR 2022 U	48,367.13	
113004	MASON COUNTY - UTILITIES/WASTE	07/01/2022	Virtual Pay	0.00	2,006.05	APA000794
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
005754	Invoice	05/31/2022	ACCT# SW-CO21 MAY 2022	0.00	2,006.05	
001-142-000-51890-3115		Office and Operating-Civi		ACCT# SW-CO21 MAY 2022	2,006.05	
VEN02141	NORTHWEST CASCADE, INC.	07/01/2022	Virtual Pay	0.00	117.90	APA000795
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
0552841023	Invoice	06/17/2022	CUST#228916 HUFF N PUFF TRAIL	0.00	117.90	
001-141-000-57680-4500		Operating Rentals		CUST#228916 HUFF N PUF	117.90	
VEN01702	NORTHWEST TRUCK & INDUSTRIAL	07/01/2022	Virtual Pay	0.00	33.26	APA000796
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
113914	Invoice	06/27/2022	ACCT#10560 LIGHTS	0.00	33.26	
503-000-000-54865-3101		Vehicle Supplies		ACCT#10560 LIGHTS	33.26	
144504	NSI LAB SOLUTIONS, INC	07/01/2022	Virtual Pay	0.00	1,236.40	APA000797
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
403263	Invoice	03/29/2022	ACCT# 21545 SAMPLES	0.00	1,236.40	
402-400-000-53580-3100		Office and Operating		ACCT# 21545 SAMPLES	1,236.40	
150076	OWEN EQUIPMENT COMPANY	07/01/2022	Virtual Pay	0.00	973.25	APA000798
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
00106608	Invoice	06/14/2022	ACCT#35941 VACTOR TRAINING	0.00	973.25	
101-000-000-54230-4907		Miscellaneous-Training		ACCT#35941 VACTOR TRAI	324.38	
401-000-000-53480-4907		Miscellaneous-Training		ACCT#35941 VACTOR TRAI	324.49	
503-000-000-54865-4907		Miscellaneous-Training		ACCT#35941 VACTOR TRAI	324.38	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
153500	PACIFIC LAMP & SUPPLY CO	07/01/2022	Virtual Pay	0.00	78.77	APA000799
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
852868	Invoice	06/21/2022	CUST#23733-1 LIGHTS	0.00	78.77	
001-142-000-51890-3115		Office and Operating-Civi		CUST#23733-1 LIGHTS	78.77	
164710	QUALITY CONTROL SERVICES, INC.	07/01/2022	Virtual Pay	0.00	125.00	APA000800
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
67687	Invoice	06/10/2022	SHEL04 ON SITE SERVICE BALANCE	0.00	125.00	
001-118-000-52122-4100		Patrol-Professional Servic		SHEL04 ON SITE SERVICE B	125.00	
165704	R & D SUPPLY	07/01/2022	Virtual Pay	0.00	1,309.66	APA000801
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
241236	Invoice	02/18/2022	CUST# 60CS18 TP, TOWELS, GLOVES	0.00	638.57	
001-142-000-51830-3100		Office and Operating		CUST# 60CS18 TP, TOWELS	143.94	
001-142-000-51890-3115		Office and Operating-Civi		CUST# 60CS18 TP, TOWELS	195.84	
001-142-000-51890-3115		Office and Operating-Civi		CUST# 60CS18 TP, TOWELS	42.07	
001-142-000-51890-3115		Office and Operating-Civi		CUST# 60CS18 TP, TOWELS	143.11	
001-142-000-57250-3100		Office and Operating		CUST# 60CS18 TP, TOWELS	35.77	
401-000-000-53480-3100		Office and Operating		CUST# 60CS18 TP, TOWELS	42.07	
401-000-000-53480-3100		Office and Operating		CUST# 60CS18 TP, TOWELS	35.77	
242824	Invoice	06/16/2022	CUST# 60CS18 TOWEL DISPENSER	0.00	63.99	
001-142-000-51890-3115		Office and Operating-Civi		CUST# 60CS18 TOWEL DIS	63.99	
242829	Invoice	06/16/2022	CUST# 60CS18 TP, SOAP	0.00	607.10	
001-141-000-57680-3100		Office and Operating		CUST# 60CS18 TP, SOAP	607.10	
166927	RAINIER LIGHTING & ELECTRICAL	07/01/2022	Virtual Pay	0.00	529.91	APA000802
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
558559-1	Invoice	05/10/2022	ACCT#1001006 LAMP RECYCLE	0.00	529.91	
001-119-000-52250-3100		Office and Operating		ACCT#1001006 LAMP REC	14.86	
001-142-000-51890-3115		Office and Operating-Civi		ACCT#1001006 LAMP REC	45.01	
001-142-000-57250-3100		Office and Operating		ACCT#1001006 LAMP REC	27.98	
401-000-000-53480-3100		Office and Operating		ACCT#1001006 LAMP REC	27.98	
402-400-000-53580-3100		Office and Operating		ACCT#1001006 LAMP REC	414.08	
187000	SHELTON-MASON COUNTY JOURNA	07/01/2022	Virtual Pay	0.00	270.00	APA000803
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
113839	Invoice	06/09/2022	PUBLIC NOTICE-COFFEE CREEK PRELIM	0.00	270.00	
001-140-000-55860-4100		Professional Services/Adv		PUBLIC NOTICE-COFFEE CR	270.00	
191500	SONSRAY MACHINERY, LLC	07/01/2022	Virtual Pay	0.00	171.15	APA000804
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
PS0024408-1	Invoice	06/20/2022	CUST#BP0018172 LATCH 55405D	0.00	171.15	
503-000-000-54865-3104		Oper Supp-Parts-EM&R V		CUST#BP0018172 LATCH 5	171.15	
192800	SOUTHGATE FENCE, INC.	07/01/2022	Virtual Pay	0.00	226.46	APA000805
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
33151	Invoice	06/28/2022	TIES	0.00	226.46	
001-141-000-57680-3100		Office and Operating		TIES	226.46	
196341	STEVEN R. BUZZARD	07/01/2022	Virtual Pay	0.00	60.00	APA000806

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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	
JUDGEPROTEM6/ Invoice		06/24/2022	JUDGEPROTEM6/24/22	0.00	60.00	
001-112-000-51250-4101		Judge Pro-Tem		JUDGEPROTEM6/24/22	60.00	
VEN02320	SWANK MOTION PICTURES, INC.	07/01/2022	Virtual Pay	0.00	3,325.00	APA000807
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
1913699 Invoice		06/22/2022	CUST#0389150-001 MOVIES	0.00	3,325.00	
001-141-000-57120-4100		Professional Services/Adv		CUST#0389150-001 MOVI	3,325.00	
VEN01315	SYN-TECH SYSTEMS, INC.	07/01/2022	Virtual Pay	0.00	117.92	APA000808
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
251096 Invoice		06/17/2022	ACCT#SHELWA POKEE ASSY	0.00	117.92	
503-000-000-54865-3100		Office and Operating		ACCT#SHELWA POKEE ASS	117.92	
VEN02199	TERMINIX PROCESSING CENTER	07/01/2022	Virtual Pay	0.00	1,240.54	APA000809
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
421276334 Invoice		06/08/2022	CUST#13638768 626 MAGNOLIA AVE	0.00	65.28	
401-000-000-53480-4100		Professional Services/Adv		CUST#13638768 626 MAG	65.28	
421276887 Invoice		06/08/2022	CUST#13638825 907 W BIRCH ST	0.00	65.28	
401-000-000-53480-4100		Professional Services/Adv		CUST#13638825 907 W BI	65.28	
421277386 Invoice		06/08/2022	CUST#13634102 900 WALLACE KNEELAN	0.00	65.37	
401-000-000-53480-4100		Professional Services/Adv		CUST#13634102 900 WALL	65.37	
421277893 Invoice		06/08/2022	CUST#13634026 2401 N SHELTON SPRING	0.00	65.37	
401-000-000-53480-4100		Professional Services/Adv		CUST#13634026 2401 N S	65.37	
421278173 Invoice		06/08/2022	CUST#13638814 100 MUNCASTER DR	0.00	65.30	
401-000-000-53480-4100		Professional Services/Adv		CUST#13638814 100 MUN	65.30	
421279284 Invoice		06/08/2022	CUST#13634265 2001 N 13TH ST	0.00	65.28	
401-000-000-53480-4100		Professional Services/Adv		CUST#13634265 2001 N 1	65.28	
421280236 Invoice		06/08/2022	CUST#13638801 51 PUBLIC WORKS DR	0.00	65.30	
401-000-000-53480-4100		Professional Services/Adv		CUST#13638801 51 PUBLI	65.30	
421281510 Invoice		06/08/2022	CUST#13633877 1000 W PINE ST	0.00	97.70	
401-000-000-53480-4100		Professional Services/Adv		CUST#13633877 1000 W P	97.70	
421282376 Invoice		06/08/2022	CUST#13634000 311 S FRONT ST	0.00	65.37	
402-400-000-53580-4100		Professional Services/Adv		CUST#13634000 311 S FR	65.37	
421282628 Invoice		06/08/2022	CUST#13634073 100 TURNER AVE	0.00	65.30	
402-400-000-53580-4100		Professional Services/Adv		CUST#13634073 100 TUR	65.30	
421282951 Invoice		06/08/2022	CUST#13634151 811 S 15TH ST	0.00	65.30	
401-000-000-53480-4100		Professional Services/Adv		CUST#13634151 811 S 15T	65.30	
421283470 Invoice		06/08/2022	CUST#13634132 1437 W HARVARD ST	0.00	65.37	
401-000-000-53480-4100		Professional Services/Adv		CUST#13634132 1437 W H	65.37	
421285777 Invoice		06/08/2022	CUST#13632853 1701 FAIRMOUNT AVE	0.00	218.67	
402-400-000-53580-4100		Professional Services/Adv		CUST#13632853 1701 FAIR	218.67	
421522753 Invoice		06/15/2022	CUST#13638789 553 BEAR ST	0.00	65.30	
401-000-000-53480-4100		Professional Services/Adv		CUST#13638789 553 BEAR	65.30	
421523282 Invoice		06/15/2022	CUST#13632896 10891 N HWY 101	0.00	140.35	
402-400-000-53580-4100		Professional Services/Adv		CUST#13632896 10891 N	140.35	
201300	TOZIER BROS INC.	07/01/2022	Virtual Pay	0.00	381.11	APA000810
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
457550 Invoice		06/15/2022	CUST# 20090 ACE BTR RLRJ	0.00	4.07	
001-141-000-57680-3100		Office and Operating		CUST# 20090 ACE BTR RLR	4.07	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
457655	Invoice	06/21/2022	CUST#20090 PAINT SUPPLIES	0.00	52.62	
001-141-000-57680-3100	Office and Operating		CUST#20090 PAINT SUPPLI		52.62	
457670	Invoice	06/21/2022	CUST#20090 SPRAY PAINT	0.00	26.02	
001-141-000-57680-3100	Office and Operating		CUST#20090 SPRAY PAINT		26.02	
457689	Invoice	06/22/2022	CUST#20090 TRIMMER LINE	0.00	71.80	
402-400-000-53580-3100	Office and Operating		CUST#20090 TRIMMER LIN		71.80	
457691	Invoice	06/22/2022	CUST#20090 STAPLES	0.00	5.70	
401-000-000-53480-3100	Office and Operating		CUST#20090 STAPLES		5.70	
457716	Invoice	06/23/2022	CUST# 20090 OIL, GRAFITTI REMOVER, C	0.00	103.35	
101-000-000-54230-3100	Office and Operating		CUST# 20090 OIL, GRAFITT		103.35	
457732	Invoice	06/23/2022	CUST#20090 VOLT TESTER	0.00	32.54	
402-400-000-53580-3100	Office and Operating		CUST#20090 VOLT TESTER		32.54	
457740	Invoice	06/23/2022	CUST#20090 PUTTY PLUMBERS	0.00	5.73	
402-400-000-53580-3100	Office and Operating		CUST#20090 PUTTY PLUM		5.73	
457824	Invoice	06/27/2022	CUST#20090 WIRE TIE REBAR	0.00	10.60	
402-400-000-53580-3100	Office and Operating		CUST#20090 WIRE TIE REB		10.60	
457837	Invoice	06/28/2022	CUST#20090 BATTERY	0.00	55.47	
101-000-000-54270-3100	Office and Operating		CUST#20090 BATTERY		55.47	
457858	Invoice	06/28/2022	CUST#20090 DROP IN REFILL TABS	0.00	13.21	
101-000-000-54264-3100	Office and Operating		CUST#20090 DROP IN REFI		13.21	
201520	TRAFFIC SAFETY SUPPLY CO.	07/01/2022	Virtual Pay	0.00	760.24	APA000811
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
INV049983	Invoice	06/15/2022	CUST#C000981 CUSTOM BARRICADES	0.00	760.24	
101-000-000-54264-3100	Office and Operating			CUST#C000981 CUSTOM B	190.06	
401-000-000-53480-3100	Office and Operating			CUST#C000981 CUSTOM B	190.06	
402-400-000-53580-3100	Office and Operating			CUST#C000981 CUSTOM B	190.06	
404-000-000-53180-3100	Office and Operating			CUST#C000981 CUSTOM B	190.06	
VEN02321	WOODS ACQUISITION LLC	07/01/2022	Virtual Pay	0.00	7,568.13	APA000812
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
1842080	Invoice	06/08/2022	CUST#36792 CONTRACTOR BOX	0.00	7,568.13	
404-000-000-53180-3500	Small Tools/Equipment			CUST#36792 CONTRACTO	7,568.13	

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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
Virtual Payments	86	39	0.00	130,516.65
	86	39	0.00	130,516.65


Virtual Payments	86	39	0.00	130,516.65
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2022	130,516.65
			<u>130,516.65</u>

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 number 107492 through number 107497 in the total amount of \$11,902.73 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 8th of July, 2022.


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 _____, 2022.

Mayor Eric Onisko

Deputy Mayor Joe Schmit

Councilmember James Boad

Councilmember Miguel Gutierrez

Councilmember Kathy McDowell

Councilmember Deidre Peterson

Councilmember Sharon Schirman



Shelton, WA

Check Register

Packet: APPKT02354 - JULY 8, 2022 MANUAL AP PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN01755	MASON COUNTY GARBAGE	07/08/2022	Regular	0.00	1,984.35	107492
163450	PURCHASE POWER	07/08/2022	Regular	0.00	786.85	107493
164899	QWEST DBA CENTURYLINK	07/08/2022	Regular	0.00	935.17	107494
172077	RODGAR GARRICK	07/08/2022	Regular	0.00	150.00	107495
202392	VERIZON WIRELESS	07/08/2022	Regular	0.00	4,491.13	107496
203035	WASHINGTON ST. TREASURER	07/08/2022	Regular	0.00	3,555.23	107497

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	6	0.00	11,902.73
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
Virtual Payments	0	0	0.00	0.00
	8	6	0.00	11,902.73

Virtual Payments	0	0	0.00	0.00
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2022	11,902.73
			<u>11,902.73</u>



Shelton, WA

Check Register

Packet: APPKT02354 - JULY 8, 2022 MANUAL AP PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN01755	MASON COUNTY GARBAGE	07/08/2022	Regular	0.00	1,984.35	107492
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
JUNE/2022	Invoice	06/30/2022	JUNE/2022	0.00	1,984.35	
657-000-000-58940-0000		Mason County Garbage C		JUNE/2022	1,984.35	
163450	PURCHASE POWER	07/08/2022	Regular	0.00	786.85	107493
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
80009000113670	Invoice	06/26/2022	8000900011367046JUN22	0.00	786.85	
001-111-000-51421-3100		Office and Operating		8000900011367046JUN22	744.00	
001-111-000-51423-3100		Office and Operating		8000900011367046JUN22	42.85	
164899	QWEST DBA CENTURYLINK	07/08/2022	Regular	0.00	935.17	107494
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
360Z260219722B	Invoice	06/26/2022	360Z260219722BJUN22	0.00	935.17	
401-000-000-53480-4201		Communication - Shop		360Z260219722BJUN22	135.15	
402-300-000-53580-4200		Communication		360Z260219722BJUN22	56.84	
402-400-000-53580-4200		Communication		360Z260219722BJUN22	327.11	
402-400-000-53580-4200		Communication		360Z260219722BJUN22	190.93	
402-640-000-53580-4200		Communication		360Z260219722BJUN22	225.14	
172077	RODGAR GARRICK	07/08/2022	Regular	0.00	150.00	107495
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
CDLPHYSICALREI	Invoice	07/07/2022	CDLPHYSICALREIMB	0.00	150.00	
401-000-000-53480-4900		Miscellaneous		CDLPHYSICALREIMB	150.00	
202392	VERIZON WIRELESS	07/08/2022	Regular	0.00	4,491.13	107496
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
9909324537	Invoice	06/20/2022	ACCT#972465947-00001	0.00	3,027.27	
001-115-000-51895-4200		Communication		ACCT#972465947-00001	214.04	
001-118-000-52122-4200		Communication		ACCT#972465947-00001	1,895.12	
001-130-000-51810-4200		Communication		ACCT#972465947-00001	141.31	
001-132-000-51888-4200		Communication		ACCT#972465947-00001	82.09	
001-140-000-52460-4200		CODE ENFORCEMENT-Co		ACCT#972465947-00001	48.78	
001-140-000-55850-4200		Communication		ACCT#972465947-00001	98.89	
001-141-000-57680-4200		Communication		ACCT#972465947-00001	42.08	
101-000-000-54264-4200		Communications		ACCT#972465947-00001	42.08	
401-000-000-53480-4200		Communication		ACCT#972465947-00001	126.24	
402-400-000-53580-4200		Communication		ACCT#972465947-00001	294.56	
503-000-000-54865-4200		Communication		ACCT#972465947-00001	42.08	
9909506644	Invoice	06/23/2022	ACCT#342078219-00001	0.00	560.57	
001-115-000-51895-4200		Communication		ACCT#342078219-00001	392.03	
401-000-000-53480-4200		Communication		ACCT#342078219-00001	88.52	
402-400-000-53580-4200		Communication		ACCT#342078219-00001	80.02	
9909605764	Invoice	06/23/2022	ACCT#942084392-00001 JUN 2022	0.00	903.29	
001-110-000-51160-4200		Communication		ACCT#942084392-00001 J	370.18	
001-111-000-51421-4200		Communication		ACCT#942084392-00001 J	40.01	
001-112-000-51250-4200		Communication		ACCT#942084392-00001 J	105.98	
001-112-000-51250-4200		Communication	22 - ITC	ACCT#942084392-00001 J	52.99	

Check Register

Packet: APPKT02354-JULY 8, 2022 MANUAL AP-PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-120-000-51310-4200		Communication	ACCT#942084392-00001 J		145.99	
001-121-000-51430-4200		Communication	ACCT#942084392-00001 J		52.99	
001-130-000-51810-4200		Communication	ACCT#942084392-00001 J		52.99	
001-140-000-55850-4200		Communication	ACCT#942084392-00001 J		52.99	
001-142-000-51830-4200		Communication	ACCT#942084392-00001 J		29.17	

203035	WASHINGTON ST. TREASURER	07/08/2022	Regular	0.00	3,555.23	107497
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
JUNE/2022	Invoice	07/08/2022	JUNE/2022		0.00	3,555.23
657-000-000-58600-0006		State Fines & Forfeits		JUNE/2022		3,555.23

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	6	0.00	11,902.73
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
Virtual Payments	0	0	0.00	0.00
	8	6	0.00	11,902.73

Virtual Payments	0	0	0.00	0.00
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2022	11,902.73
			<u>11,902.73</u>

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 number APA000813 through number APA000870 in the total amount of \$227,103.30 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 8th of July, 2022.


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 _____, 2022.

Mayor Eric Onisko

Deputy Mayor Joe Schmit

Councilmember James Boad

Councilmember Miguel Gutierrez

Councilmember Kathy McDowell

Councilmember Deidre Peterson

Councilmember Sharon Schirman



Shelton, WA

Check Register

Packet: APPKT02356 - JULY 8, 2022 AP AUTOMATION
PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN02001	ADVANCED BACKFLOW & CROSS CC	07/08/2022	Virtual Pay	0.00	950.00	APA000813
002982	APP	07/08/2022	Virtual Pay	0.00	3,512.18	APA000814
002520	ARAMARK	07/08/2022	Virtual Pay	0.00	133.36	APA000815
003185	AUTOMATED COMMUNICATIONS C	07/08/2022	Virtual Pay	0.00	1,175.04	APA000816
004385	BLACK STAR	07/08/2022	Virtual Pay	0.00	570.11	APA000817
VEN01879	BRADLEY AIR COMPANY	07/08/2022	Virtual Pay	0.00	31,891.46	APA000818
098000	BUILDERS FIRSTSOURCE	07/08/2022	Virtual Pay	0.00	43.17	APA000819
VEN02063	CARL TANNE	07/08/2022	Virtual Pay	0.00	270.00	APA000820
006233	CAROLLO ENGINEERS	07/08/2022	Virtual Pay	0.00	5,000.00	APA000821
VEN01239	CARY'S TIRE REPAIR	07/08/2022	Virtual Pay	0.00	826.30	APA000822
VEN01261	CASCADE MACHINERY & ELECTRIC, I	07/08/2022	Virtual Pay	0.00	334.02	APA000823
VEN02290	CLARY LONGVIEW LLC	07/08/2022	Virtual Pay	0.00	85,756.31	APA000824
VEN02285	CONSEJO COUNSELING & REFERRAL	07/08/2022	Virtual Pay	0.00	6,000.00	APA000825
009231	DARREN PARSE	07/08/2022	Virtual Pay	0.00	240.00	APA000826
VEN02062	DEERE & COMPANY	07/08/2022	Virtual Pay	0.00	24,032.52	APA000827
009351	DELAGE LANDEN FINANCIAL SVCS	07/08/2022	Virtual Pay	0.00	162.12	APA000828
009840	DLT SOLUTIONS	07/08/2022	Virtual Pay	0.00	3,043.50	APA000829
013998	EATON CORPORATION	07/08/2022	Virtual Pay	0.00	6,182.33	APA000830
VEN01592	EDGAR JERONIMO PABLO	07/08/2022	Virtual Pay	0.00	500.00	APA000831
023078	FASTENAL COMPANY	07/08/2022	Virtual Pay	0.00	1,628.62	APA000832
VEN01406	FERGUSON WATERWORKS	07/08/2022	Virtual Pay	0.00	244.80	APA000833
080980	GILLIARDI LOGGING & CONSTRUCTI	07/08/2022	Virtual Pay	0.00	1,984.17	APA000834
VEN01299	GRAY & OSBORNE	07/08/2022	Virtual Pay	0.00	17,020.39	APA000835
045000	H.D. FOWLER COMPANY	07/08/2022	Virtual Pay	0.00	1,313.81	APA000836
045150	HACH COMPANY	07/08/2022	Virtual Pay	0.00	702.45	APA000837
VEN02140	HAGGARD & GANSON LLP	07/08/2022	Virtual Pay	0.00	3,630.00	APA000838
VEN02255	HARBOR SAW & SUPPLY INC	07/08/2022	Virtual Pay	0.00	35.98	APA000839
064940	J & I POWER EQUIPMENT INC	07/08/2022	Virtual Pay	0.00	89.17	APA000840
VEN02276	JAMES N DOCTER	07/08/2022	Virtual Pay	0.00	2,000.00	APA000841
VEN02324	JUAN BERNABE-ZACARIAS	07/08/2022	Virtual Pay	0.00	2,000.00	APA000842
085075	LAKESIDE INDUSTRIES	07/08/2022	Virtual Pay	0.00	2,065.04	APA000843
085995	LANGUAGE LINE SERVICES	07/08/2022	Virtual Pay	0.00	49.55	APA000844
087799	LEMAY MOBILE SHREDDING	07/08/2022	Virtual Pay	0.00	235.45	APA000845
109750	MASON COUNTY DISTRICT COURT	07/08/2022	Virtual Pay	0.00	50.00	APA000846
108850	MASON COUNTY GARBAGE CO.-A V	07/08/2022	Virtual Pay	0.00	3,834.42	APA000847
114350	MASON GENERAL HOSPITAL	07/08/2022	Virtual Pay	0.00	45.64	APA000848
132235	MOUNTAIN MIST WATER	07/08/2022	Virtual Pay	0.00	164.54	APA000849
142952	NORTH CENTRAL LABORATORIES	07/08/2022	Virtual Pay	0.00	1,776.86	APA000850
155541	PARAMETRIX, INC.	07/08/2022	Virtual Pay	0.00	813.75	APA000851
VEN02325	PPV HOLDING COMPANY	07/08/2022	Virtual Pay	0.00	138.39	APA000852
164710	QUALITY CONTROL SERVICES, INC.	07/08/2022	Virtual Pay	0.00	580.00	APA000853
165704	R & D SUPPLY	07/08/2022	Virtual Pay	0.00	543.40	APA000854
168450	RH2 ENGINEERING INC	07/08/2022	Virtual Pay	0.00	7,968.12	APA000855
008948	SEATTLE DAILY JOURNAL OF COMM	07/08/2022	Virtual Pay	0.00	800.40	APA000856
187000	SHELTON-MASON COUNTY JOURNA	07/08/2022	Virtual Pay	0.00	1,297.50	APA000857
192800	SOUTHGATE FENCE, INC.	07/08/2022	Virtual Pay	0.00	297.57	APA000858
178252	TASCHNER LAW, PLLC	07/08/2022	Virtual Pay	0.00	1,500.00	APA000859
189670	THE SHOPPER	07/08/2022	Virtual Pay	0.00	926.07	APA000860
201100	TITUS-WILL	07/08/2022	Virtual Pay	0.00	143.14	APA000861
201300	TOZIER BROS INC.	07/08/2022	Virtual Pay	0.00	243.75	APA000862
201875	TYLER TECHNOLOGIES	07/08/2022	Virtual Pay	0.00	70.72	APA000863
201957	ULINE	07/08/2022	Virtual Pay	0.00	137.19	APA000864
202308	USABUEBOOK	07/08/2022	Virtual Pay	0.00	253.84	APA000865
VEN01846	USSSA WASHINGTON STATE	07/08/2022	Virtual Pay	0.00	518.00	APA000866

Check Register

Packet: APPKT02356-JULY 8, 2022 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
202340	UTILITIES UNDERGROUND LOCATIO	07/08/2022	Virtual Pay	0.00	105.78	APA000867
VEN01426	WALMART STORE	07/08/2022	Virtual Pay	0.00	70.00	APA000868
203780	WATER MGMNT LABORATORIES INC	07/08/2022	Virtual Pay	0.00	1,163.00	APA000869
053987	WESTBAY NAPA AUTO PARTS	07/08/2022	Virtual Pay	0.00	39.37	APA000870

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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
Virtual Payments	112	58	0.00	227,103.30
	112	58	0.00	227,103.30

Virtual Payments	112	58	0.00	227,103.30
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2022	227,103.30
			<u>227,103.30</u>



Shelton, WA

Check Register

Packet: APPKT02356 - JULY 8, 2022 AP AUTOMATION
PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN02001	ADVANCED BACKFLOW & CROSS CC	07/08/2022	Virtual Pay	0.00	950.00	APA000813
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
79	Invoice	06/27/2022	ANNUAL BACKFLOW TESTING PARKS	0.00	300.00	
001-141-000-57680-4100		Professional Services/Adv		ANNUAL BACKFLOW TESTI	300.00	
80	Invoice	06/27/2022	ANNUAL BACKFLOW TESTING ROADSIDE	0.00	150.00	
101-000-000-54270-4100		Streets/Roadside Park-Pr		ANNUAL BACKFLOW TESTI	150.00	
81	Invoice	06/27/2022	ANNUAL BACKFLOW TESTING FACILITIES	0.00	500.00	
001-118-000-55430-4100		Professional Services/Adv		ANNUAL BACKFLOW TESTI	50.00	
001-119-000-52250-4100		Professional Services/Adv		ANNUAL BACKFLOW TESTI	200.00	
001-142-000-51890-4115		Professional Serv/Adverti		ANNUAL BACKFLOW TESTI	150.00	
001-142-000-57250-4100		Professional Services/Adv		ANNUAL BACKFLOW TESTI	50.00	
001-142-000-57530-4100		Professional Services/Adv		ANNUAL BACKFLOW TESTI	50.00	
002982	APP	07/08/2022	Virtual Pay	0.00	3,512.18	APA000814
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
22-573123	Invoice	06/29/2022	ACCT#AP7500158 FUEL	0.00	3,512.18	
503-250-000-58900-0001		Inventory-Gas		ACCT#AP7500158 FUEL	3,512.18	
002520	ARAMARK	07/08/2022	Virtual Pay	0.00	133.36	APA000815
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
5120033943	Invoice	06/29/2022	ACCT#792105972 MATS, TOWELS, COVER	0.00	70.94	
401-000-000-53480-4901		Miscellaneous - Shop		ACCT#792105972 MATS, T	70.94	
5120033957	Invoice	06/29/2022	ACCT#792105973 COVERALLS	0.00	62.42	
402-400-000-53580-4900		Miscellaneous		ACCT#792105973 COVERA	62.42	
003185	AUTOMATED COMMUNICATIONS C	07/08/2022	Virtual Pay	0.00	1,175.04	APA000816
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
29577	Invoice	06/30/2022	1ST & 2ND QTR MONITORING	0.00	391.68	
402-400-000-53580-4100		Professional Services/Adv		1ST & 2ND QTR MONITORI	391.68	
29578	Invoice	06/30/2022	1ST & 2ND QTR MONITORING	0.00	391.68	
402-640-000-53580-4100		Professional Services/Adv		1ST & 2ND QTR MONITORI	391.68	
29579	Invoice	06/30/2022	1ST & 2ND QTR MONITORING	0.00	391.68	
402-640-000-53580-4100		Professional Services/Adv		1ST & 2ND QTR MONITORI	391.68	
004385	BLACK STAR	07/08/2022	Virtual Pay	0.00	570.11	APA000817
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
26403	Invoice	05/28/2022	LIBRARY SIGNS	0.00	570.11	
001-142-000-57250-3100		Office and Operating		LIBRARY SIGNS	570.11	
VEN01879	BRADLEY AIR COMPANY	07/08/2022	Virtual Pay	0.00	31,891.46	APA000818
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
5270	Invoice	06/23/2022	REPLACEMENT OF GAS FURNACES	0.00	29,748.10	
001-142-000-57250-4800		Repairs and Maintenance		REPLACEMENT OF GAS FU	29,748.10	
5310	Invoice	06/29/2022	MACECOM SERVER REPAIR-REPLACE PUM	0.00	2,143.36	
001-142-000-51890-4115		Professional Serv/Adverti		MACECOM SERVER REPAIR	2,143.36	

Check Register

Packet: APPKT02356-JULY 8, 2022 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
098000	BUILDERS FIRSTSOURCE	07/08/2022	Virtual Pay	0.00	43.17	APA000819
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
85648537	Invoice	06/29/2022	ACCT#671668 STUD SENSOR	0.00	16.31	
001-141-000-57680-3100		Office and Operating		ACCT#671668 STUD SENS	16.31	
85657926	Invoice	06/30/2022	ACCT#671668 ROLLERS,BRUSHES,FASTEN	0.00	26.86	
001-142-000-51890-3115		Office and Operating-Civi		ACCT#671668 ROLLERS,BR	26.86	
VEN02063	CARL TANNE	07/08/2022	Virtual Pay	0.00	270.00	APA000820
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
0606-22-SHELTO	Invoice	06/21/2022	INTERPRETATION 6/6/2022	0.00	130.00	
001-112-000-51250-4106		Interpreter Expenses		INTERPRETATION 6/6/202	130.00	
0706-22-SHELTO	Invoice	07/06/2022	7/6/22 INTERPRETATION	0.00	140.00	
001-112-000-51250-4106		Interpreter Expenses	22 - ITC	7/6/22 INTERPRETATION	140.00	
006233	CAROLLO ENGINEERS	07/08/2022	Virtual Pay	0.00	5,000.00	APA000821
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
FB24033	Invoice	06/10/2022	SEWER COMP. PLAN REVIEW	0.00	5,000.00	
402-500-000-53580-4100		Prof Serv-Comp Plan/Rat		SEWER COMP. PLAN REVIE	5,000.00	
VEN01239	CARY'S TIRE REPAIR	07/08/2022	Virtual Pay	0.00	826.30	APA000822
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
32280	Invoice	07/05/2022	TIRES 62978D	0.00	826.30	
503-000-000-54865-3102		Oper Supplies-Parts		TIRES 62978D	826.30	
VEN01261	CASCADE MACHINERY & ELECTRIC, I	07/08/2022	Virtual Pay	0.00	334.02	APA000823
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
INV2395	Invoice	06/23/2022	SUBMERSIBLE PUMP	0.00	334.02	
402-640-000-53580-3100		Office and Operating		SUBMERSIBLE PUMP	334.02	
VEN02290	CLARY LONGVIEW LLC	07/08/2022	Virtual Pay	0.00	85,756.31	APA000824
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
3NS207	Invoice	06/30/2022	2022 FORD POLICE UTILITY VIN#0210	0.00	44,955.64	
302-000-000-59421-6000		Police Capital Projects	22-POLICEVEH	2022 FORD POLICE UTILITY	44,955.64	
3NS751	Invoice	07/06/2022	2022 FORD POLICE UTILITY VIN#9619	0.00	40,800.67	
302-000-000-59421-6000		Police Capital Projects	22-POLICEVEH	2022 FORD POLICE UTILITY	40,800.67	
VEN02285	CONSEJO COUNSELING & REFERRAL	07/08/2022	Virtual Pay	0.00	6,000.00	APA000825
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
006	Invoice	07/01/2022	COUNSELING SERVICES JULY 2022	0.00	6,000.00	
001-112-000-51250-4109		Other Professional Servic	22 - ITC	COUNSELING SERVICES JUL	6,000.00	
009231	DARREN PARSE	07/08/2022	Virtual Pay	0.00	240.00	APA000826
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
INTERPRETATION	Invoice	07/06/2022	INTERPRETATION07062022	0.00	240.00	
001-112-000-51250-4106		Interpreter Expenses		INTERPRETATION0706202	240.00	
VEN02062	DEERE & COMPANY	07/08/2022	Virtual Pay	0.00	24,032.52	APA000827
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
117349922	Invoice	06/17/2022	ACCT#2043664 MOWER	0.00	24,032.52	
302-000-000-59476-6000		Parks Capital Projects	22-NEWEQUIPPARKS	ACCT#2043664 MOWER	24,032.52	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
009351	DELAGE LANDEN FINANCIAL SVCS	07/08/2022	Virtual Pay	0.00	162.12	APA000828
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
76794571	Invoice	06/25/2022	CONTRACT# 500-50265514	0.00	162.12	
402-400-000-53580-4500		Operating Rentals		CONTRACT# 500-5026551	162.12	
009840	DLT SOLUTIONS	07/08/2022	Virtual Pay	0.00	3,043.50	APA000829
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
5083244A	Invoice	06/17/2022	AUTOCAD SUBSCRIPTION, TECH SUPPORT	0.00	3,043.50	
001-115-000-51896-4802		Plans/Engr-Repairs & Mnt		AUTOCAD SUBSCRIPTION,	3,043.50	
013998	EATON CORPORATION	07/08/2022	Virtual Pay	0.00	6,182.33	APA000830
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
946806287	Invoice	06/17/2022	CUST#1084866 BILLABLE SERVICES	0.00	6,182.33	
001-119-000-52250-4100		Professional Services/Adv		CUST#1084866 BILLABLE S	6,182.33	
VEN01592	EDGAR JERONIMO PABLO	07/08/2022	Virtual Pay	0.00	500.00	APA000831
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
19	Invoice	07/01/2022	MAM INTERPRETATION 6/22 & 6/29	0.00	280.00	
001-112-000-51250-4106		Interpreter Expenses	22 - ITC	MAM INTERPRETATION 6/	280.00	
INTERPRETATION	Invoice	07/06/2022	INTERPRETATION07062022	0.00	220.00	
001-112-000-51250-4106		Interpreter Expenses		INTERPRETATION0706202	220.00	
023078	FASTENAL COMPANY	07/08/2022	Virtual Pay	0.00	1,628.62	APA000832
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
WATUM205012	Invoice	06/29/2022	CUST#WATUM1961 GLOVES	0.00	130.10	
401-000-000-53480-3100		Office and Operating		CUST#WATUM1961 GLOVE	130.10	
WATUM205220	Invoice	06/21/2022	CUST#WATUM1039 HWUNVPAD	0.00	232.56	
402-400-000-53580-3100		Office and Operating		CUST#WATUM1039 HWU	232.56	
WATUM205303	Invoice	06/22/2022	CUST#WATUM1962 MISC SUPPLIES	0.00	632.55	
402-400-000-53580-3100		Office and Operating	19-COVID19	CUST#WATUM1962 MISC	401.58	
402-400-000-53580-3100		Office and Operating		CUST#WATUM1962 MISC	230.97	
WATUM205547	Invoice	06/30/2022	CUST#WATUM1962 MISC SUPPLIES	0.00	462.72	
402-400-000-53580-3100		Office and Operating	19-COVID19	CUST#WATUM1962 MISC	411.00	
402-400-000-53580-3100		Office and Operating		CUST#WATUM1962 MISC	51.72	
WATUM205548	Invoice	06/30/2022	CUST#WATUM1961 MISC SUPPLIES	0.00	170.69	
401-000-000-53480-3100		Office and Operating		CUST#WATUM1961 MISC	170.69	
VEN01406	FERGUSON WATERWORKS	07/08/2022	Virtual Pay	0.00	244.80	APA000833
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
1108529	Invoice	06/21/2022	CUST#57007 FLOAT SWITCH	0.00	244.80	
402-400-000-53580-3100		Office and Operating		CUST#57007 FLOAT SWITC	244.80	
080980	GILLIARDI LOGGING & CONSTRUCTI	07/08/2022	Virtual Pay	0.00	1,984.17	APA000834
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
13929	Invoice	02/04/2022	DRY FILL, 3/4" MINUS	0.00	1,984.17	
101-000-000-54230-3100		Office and Operating		DRY FILL, 3/4" MINUS	661.52	
401-000-000-53480-3100		Office and Operating		DRY FILL, 3/4" MINUS	1,322.65	
VEN01299	GRAY & OSBORNE	07/08/2022	Virtual Pay	0.00	17,020.39	APA000835

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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	
31JUN22	Invoice	06/20/2022	WESTERN GATEWAY PROJECT	0.00	8,679.65	
302-000-000-59530-6300		CAPITAL IMPROVEMENT-	18-WGATE (formerly)	WESTERN GATEWAY PROJE	8,679.65	
33	Invoice	06/20/2022	ENGINEERING SERVICES	0.00	8,340.74	
001-115-000-51896-4100		Professional Services/Adv		ENGINEERING SERVICES	302.76	
001-115-000-51896-4100		Professional Services/Adv		ENGINEERING SERVICES	733.33	
001-115-000-51896-4100		Professional Services/Adv		ENGINEERING SERVICES	1,040.50	
001-141-000-57680-4100		Professional Services/Adv		ENGINEERING SERVICES	1,649.52	
101-000-000-54230-4100		Professional Services/Adv	20-GISASSET	ENGINEERING SERVICES	22.62	
401-000-000-53480-4100		Professional Services/Adv	20-GISASSET	ENGINEERING SERVICES	22.62	
401-000-000-53480-4100		Professional Services/Adv		ENGINEERING SERVICES	509.95	
401-000-000-53480-4100		Professional Services/Adv		ENGINEERING SERVICES	1,218.53	
401-000-000-53480-4100		Professional Services/Adv		ENGINEERING SERVICES	302.76	
401-000-000-53480-4102		Prof Serv-Water Comp Pl		ENGINEERING SERVICES	706.44	
402-400-000-53580-4100		Professional Services/Adv	20-GISASSET	ENGINEERING SERVICES	22.62	
404-000-000-53180-4100		Prof Serv-Stormwater Im	20-GISASSET	ENGINEERING SERVICES	22.62	
404-000-000-53180-4100		Prof Serv-Stormwater Im		ENGINEERING SERVICES	1,786.47	
045000	H.D. FOWLER COMPANY	07/08/2022	Virtual Pay	0.00	1,313.81	APA000836
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
16135510	Invoice	06/28/2022	ACCT#194680 BRASS HOSE ADAPTER	0.00	106.62	
401-000-000-53480-3100		Office and Operating		ACCT#194680 BRASS HOSE	106.62	
16135511	Invoice	06/28/2022	ACCT#194680 SETTERS	0.00	1,041.22	
401-250-000-58900-0001		Materials & Supp-Inv-Cas		ACCT#194680 SETTERS	1,041.22	
16137843	Invoice	06/30/2022	ACCT#194680 PARKS	0.00	165.97	
001-141-000-57680-3100		Office and Operating		ACCT#194680 PARKS	165.97	
045150	HACH COMPANY	07/08/2022	Virtual Pay	0.00	702.45	APA000837
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
13107298	Invoice	06/22/2022	ACCT#341640 PH LIQUID PROBE W CABLE	0.00	506.26	
402-640-000-53580-3100		Office and Operating		ACCT#341640 PH LIQUID P	506.26	
13119135	Invoice	06/28/2022	ACCT#341640 SENSOR CAP REPLACEMEN	0.00	196.19	
402-640-000-53580-3100		Office and Operating		ACCT#341640 SENSOR CA	196.19	
VEN02140	HAGGARD & GANSON LLP	07/08/2022	Virtual Pay	0.00	3,630.00	APA000838
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
243	Invoice	07/01/2022	JUNE 2022 GENERAL COUNSEL	0.00	3,630.00	
001-122-000-51530-4100		Professional Services/Adv		JUNE 2022 GENERAL COU	3,630.00	
VEN02255	HARBOR SAW & SUPPLY INC	07/08/2022	Virtual Pay	0.00	35.98	APA000839
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
712319	Invoice	07/05/2022	CUST#21758 AUTOCUT 25-2	0.00	35.98	
401-000-000-53480-3100		Office and Operating		CUST#21758 AUTOCUT 25-	35.98	
064940	J & I POWER EQUIPMENT INC	07/08/2022	Virtual Pay	0.00	89.17	APA000840
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
677224	Invoice	07/06/2022	CUST#1177 THROTTLE CABLE	0.00	89.17	
001-141-000-57680-3100		Office and Operating		CUST#1177 THROTTLE CAB	89.17	
VEN02276	JAMES N DOCTER	07/08/2022	Virtual Pay	0.00	2,000.00	APA000841

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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	
006	Invoice	07/01/2022	COURT FACILITATOR SERVICES JULY 2022	0.00	2,000.00	
001-112-000-51250-4109		Other Professional Serv	22 - ITC	COURT FACILITATOR SERVI	2,000.00	
VEN02324	JUAN BERNABE-ZACARIAS	07/08/2022	Virtual Pay	0.00	2,000.00	APA000842
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
BAILREFUNDJUN	Invoice	06/30/2022	BAILREFUNDJUN2022	0.00	2,000.00	
657-000-000-58600-0010		Municipal Court Trust		BAILREFUNDJUN2022	2,000.00	
085075	LAKESIDE INDUSTRIES	07/08/2022	Virtual Pay	0.00	2,065.04	APA000843
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
199750	Invoice	06/18/2022	CUST#101048 ASPHALT	0.00	2,065.04	
402-400-000-53580-3100		Office and Operating		CUST#101048 ASPHALT	2,065.04	
085995	LANGUAGE LINE SERVICES	07/08/2022	Virtual Pay	0.00	49.55	APA000844
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
10574124	Invoice	06/30/2022	ACCT# 9020514029 PHONE INTERPRETATI	0.00	49.55	
001-112-000-51250-4500		Operating Rentals		ACCT# 9020514029 PHON	49.55	
087799	LEMAY MOBILE SHREDDING	07/08/2022	Virtual Pay	0.00	235.45	APA000845
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
4754139S185	Invoice	07/01/2022	ACCT#2185-952778-1207 SHRED	0.00	235.45	
001-111-000-51421-4100		Professional Services/Adv		ACCT#2185-952778-1207	117.72	
001-111-000-51423-4100		Professional Services/Adv		ACCT#2185-952778-1207	117.73	
109750	MASON COUNTY DISTRICT COURT	07/08/2022	Virtual Pay	0.00	50.00	APA000846
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
1A0601431	Invoice	06/23/2022	DEVYN PARK - UA	0.00	50.00	
001-112-000-52360-4101		Prof Services-Case Superv	22 - ITC	DEVYN PARK - UA	50.00	
108850	MASON COUNTY GARBAGE CO.-A V	07/08/2022	Virtual Pay	0.00	3,834.42	APA000847
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
7184375S149	Invoice	07/01/2022	ACCT#2149-30135 JUN 2022	0.00	311.19	
001-142-000-51890-4715		Utility Services-Civic Ctr		ACCT#2149-30135 JUN 20	311.19	
7184454S149	Invoice	07/01/2022	ACCT#2149-30714 JUN 2022	0.00	120.92	
001-142-000-57250-4700		Utility Services-Library		ACCT#2149-30714 JUN 20	120.92	
7184564S149	Invoice	07/01/2022	ACCT#2149-56141 JUN 2022	0.00	36.00	
001-142-000-51890-4715		Utility Services-Civic Ctr		ACCT#2149-56141 JUN 20	36.00	
7185528S149	Invoice	07/01/2022	ACCT#2149-204368 JUN 2022	0.00	32.30	
402-400-000-53580-4700		Utility Services-Sewer Ma		ACCT#2149-204368 JUN 2	32.30	
7185547S149	Invoice	07/01/2022	ACCT#2149-204402 JUN 2022	0.00	149.63	
402-640-000-53580-4700		Utility Services-Sewer Sat		ACCT#2149-204402 JUN 2	149.63	
7185755S149	Invoice	07/01/2022	ACCT#2149-204783 JUN 2022	0.00	193.68	
001-119-000-52250-4700		Utility Services		ACCT#2149-204783 JUN 2	193.68	
7186099S149	Invoice	07/01/2022	ACCT#2149-205337 JUN 2022	0.00	1,136.07	
402-400-000-53580-4700		Utility Services-Sewer Ma		ACCT#2149-205337 JUN 2	1,136.07	
7186258S149	Invoice	07/01/2022	ACCT#2149-205584 JUN 2022	0.00	32.30	
402-400-000-53580-4700		Utility Services-Sewer Ma		ACCT#2149-205584 JUN 2	32.30	
7186877S149	Invoice	07/01/2022	ACCT#2149-206560 JUN 22	0.00	48.42	
001-142-000-57530-4700		Utility Services-Museum		ACCT#2149-206560 JUN 2	48.42	
7187009S149	Invoice	07/01/2022	ACCT#2149-206771 JUN 2022	0.00	598.53	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-142-000-51890-4715		Utility Services-Civic Ctr	ACCT#2149-206771 JUN 2		598.53	
71872535149	Invoice	07/01/2022	ACCT#2149-207155 JUN 2022	0.00	299.26	
001-142-000-57250-4700		Utility Services-Library	ACCT#2149-207155 JUN 2		299.26	
71873855149	Invoice	07/01/2022	ACCT#2149-207351 JUN 2022	0.00	48.42	
001-118-000-55430-4700		Utility Services-Animal Sh	ACCT#2149-207351 JUN 2		48.42	
71874595149	Invoice	07/01/2022	ACCT#2149-207565 JUN 2022	0.00	670.52	
001-141-000-57680-4700		Utility Services-Park	ACCT#2149-207565 JUN 2		201.16	
101-000-000-54230-4700		Road & Street Maint - Util	ACCT#2149-207565 JUN 2		93.87	
401-000-000-53480-4700		Utility Services-Water	ACCT#2149-207565 JUN 2		93.87	
402-300-000-53580-4700		Utility Services-Sewer Ma	ACCT#2149-207565 JUN 2		93.87	
404-000-000-53180-4700		Utility Services	ACCT#2149-207565 JUN 2		93.87	
503-000-000-54865-4700		Equip Maint & Rental - U	ACCT#2149-207565 JUN 2		93.88	
71874605149	Invoice	07/01/2022	ACCT#2149-207568 JUN 2022	0.00	78.00	
001-141-000-57680-4700		Utility Services-Park	ACCT#2149-207568 JUN 2		13.00	
101-000-000-54230-4700		Road & Street Maint - Util	ACCT#2149-207568 JUN 2		13.00	
401-000-000-53480-4700		Utility Services-Water	ACCT#2149-207568 JUN 2		13.00	
402-300-000-53580-4700		Utility Services-Sewer Ma	ACCT#2149-207568 JUN 2		13.00	
404-000-000-53180-4700		Utility Services	ACCT#2149-207568 JUN 2		13.00	
503-000-000-54865-4700		Equip Maint & Rental - U	ACCT#2149-207568 JUN 2		13.00	
71875395149	Invoice	07/01/2022	ACCT#2149-209143 JUN 2022	0.00	50.02	
402-400-000-53580-4700		Utility Services-Sewer Ma	ACCT#2149-209143 JUN 2		50.02	
71898945149	Invoice	07/01/2022	ACCT#2149-12799505	0.00	29.16	
001-142-000-51890-4715		Utility Services-Civic Ctr	ACCT#2149-12799505		29.16	
114350	MASON GENERAL HOSPITAL	07/08/2022	Virtual Pay	0.00	45.64	APA000848
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
4000841428	Invoice	06/12/2022	VENIPUNCTURE FERMIN LORENZO	0.00	45.64	
001-123-000-52360-4100		Prof Services-Prisoner Me		VENIPUNCTURE FERMIN L	45.64	
132235	MOUNTAIN MIST WATER	07/08/2022	Virtual Pay	0.00	164.54	APA000849
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
004798366	Invoice	06/14/2022	ACCT#050147 WWTP WATER, RENTAL	0.00	87.67	
402-400-000-53580-3100		Office and Operating		ACCT#050147 WWTP WAT	78.97	
402-400-000-53580-4500		Operating Rentals		ACCT#050147 WWTP WAT	8.70	
004821649	Invoice	06/28/2022	ACCT#050147 WWTP WATER	0.00	34.33	
402-400-000-53580-3100		Office and Operating		ACCT#050147 WWTP WAT	34.33	
004821658	Invoice	06/28/2022	ACCT#088436 MUNI COURT	0.00	10.39	
001-112-000-51250-3100		Office and Operating		ACCT#088436 MUNI COUR	10.39	
004821668	Invoice	06/28/2022	ACCT# 088436 PUBLIC WORKS SHOP	0.00	32.15	
401-000-000-53480-3100		Office and Operating		ACCT# 088436 PUBLIC WO	32.15	
142952	NORTH CENTRAL LABORATORIES	07/08/2022	Virtual Pay	0.00	1,776.86	APA000850
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
471881	Invoice	06/10/2022	ACCT#42215 CAPSULES, FILTERS, THERM	0.00	782.86	
402-640-000-53580-3100		Office and Operating		ACCT#42215 CAPSULES, FI	782.86	
472364	Invoice	06/21/2022	ACCT# 42215 MISC	0.00	994.00	
402-640-000-53580-3100		Office and Operating		ACCT# 42215 MISC	994.00	
155541	PARAMETRIX, INC.	07/08/2022	Virtual Pay	0.00	813.75	APA000851
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
36229	Invoice	06/20/2022	SCADA SERVICES THRU 5/28/22	0.00	813.75	
401-000-000-53480-4100		Professional Services/Adv		SCADA SERVICES THRU 5/2	813.75	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN02325	PPV HOLDING COMPANY	07/08/2022	Virtual Pay	0.00	138.39	APA000852
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
217563	Invoice	04/29/2022	EXAM - BENZI	0.00	138.39	
001-118-000-55430-4100		Professional Services/Adv		EXAM - BENZI	138.39	
164710	QUALITY CONTROL SERVICES, INC.	07/08/2022	Virtual Pay	0.00	580.00	APA000853
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
67686	Invoice	06/10/2022	CUST# SHEL03 ON SITE SERVICE	0.00	580.00	
402-400-000-53580-4100		Professional Services/Adv		CUST# SHEL03 ON SITE SE	580.00	
165704	R & D SUPPLY	07/08/2022	Virtual Pay	0.00	543.40	APA000854
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
242944	Invoice	06/24/2022	CUST#60CS18 MISC SUPPLIES	0.00	543.40	
001-142-000-51830-3100		Office and Operating		CUST#60CS18 MISC SUPPL	204.79	
001-142-000-51890-3115		Office and Operating-Civi		CUST#60CS18 MISC SUPPL	80.40	
001-142-000-57250-3100		Office and Operating		CUST#60CS18 MISC SUPPL	78.33	
001-142-000-57250-3100		Office and Operating		CUST#60CS18 MISC SUPPL	40.19	
401-000-000-53480-3100		Office and Operating		CUST#60CS18 MISC SUPPL	139.69	
168450	RH2 ENGINEERING INC	07/08/2022	Virtual Pay	0.00	7,968.12	APA000855
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
86430	Invoice	06/20/2022	BROCKDALE RD RESURFACING PROF. SERV	0.00	7,968.12	
302-000-000-59530-4101		CAPITAL Streets/Road-Pro	22-BROCKDALE PAVIN	BROCKDALE RD RESURFACI	7,968.12	
008948	SEATTLE DAILY JOURNAL OF COMM	07/08/2022	Virtual Pay	0.00	800.40	APA000856
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
3379652	Invoice	06/28/2022	ACCT# 3028 COTA ST PARKING LOT	0.00	800.40	
302-000-000-59565-4100		PARKING FACILITIES-Profe	19-CITYPRKLOT	ACCT# 3028 COTA ST PARK	800.40	
187000	SHELTON-MASON COUNTY JOURNA	07/08/2022	Virtual Pay	0.00	1,297.50	APA000857
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
113831	Invoice	06/08/2022	LEGAL NOTICES-AMEND BUDGET 6/9	0.00	67.50	
001-110-000-51160-4100		Professional Services/Adv		LEGAL NOTICES-AMEND B	67.50	
114027	Invoice	06/20/2022	COTA ST PARKING LOT IMPROVEMENTS	0.00	1,080.00	
302-000-000-59565-4100		PARKING FACILITIES-Profe	19-CITYPRKLOT	COTA ST PARKING LOT IMP	1,080.00	
114028	Invoice	06/20/2022	6 YEAR TRANSPORTATION IMPROVEMENT	0.00	105.00	
001-115-000-51896-4100		Professional Services/Adv		6 YEAR TRANSPORTATION I	105.00	
114100	Invoice	06/30/2022	BUILDING & CONST. CODE 6/30/22	0.00	45.00	
001-140-000-55850-4100		Professional Services/Adv		BUILDING & CONST. CODE	45.00	
192800	SOUTHGATE FENCE, INC.	07/08/2022	Virtual Pay	0.00	297.57	APA000858
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
070122-1	Invoice	07/01/2022	COUNTER RECEIPT 33153	0.00	297.57	
402-400-000-53580-3100		Office and Operating		COUNTER RECEIPT 33153	297.57	
178252	TASCHNER LAW, PLLC	07/08/2022	Virtual Pay	0.00	1,500.00	APA000859
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
007	Invoice	07/01/2022	PUBLIC DEFENDER SERVICES	0.00	1,500.00	
001-122-000-51593-4101		LEGAL - OPD Grant Public		PUBLIC DEFENDER SERVIC	1,500.00	
189670	THE SHOPPER	07/08/2022	Virtual Pay	0.00	926.07	APA000860

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Packet: APPKT02356-JULY 8, 2022 AP AUTOMATION PAYMENTS

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	
52843	Invoice	06/14/2022	APRIL 2022 SHELTON STREAM NEWS	0.00	815.13	
001-120-000-51310-4100		Professional Services/Adv		APRIL 2022 SHELTON STRE	815.13	
53118	Invoice	06/29/2022	400 SLUDGE LOAD TICKETS	0.00	110.94	
402-400-000-53580-3100		Office and Operating		400 SLUDGE LOAD TICKETS	110.94	
201100	TITUS-WILL	07/08/2022	Virtual Pay	0.00	143.14	APA000861
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
2614095	Invoice	06/29/2022	SENSOR 62974D	0.00	71.57	
503-000-000-54865-3102		Oper Supplies-Parts		SENSOR 62974D	71.57	
2614463	Invoice	07/01/2022	SENSOR 62974D	0.00	71.57	
503-000-000-54865-3104		Oper Supp-Parts-EM&R V		SENSOR 62974D	71.57	
201300	TOZIER BROS INC.	07/08/2022	Virtual Pay	0.00	243.75	APA000862
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
457320	Invoice	06/02/2022	CUST#20090 CAULK GUN	0.00	8.15	
402-400-000-53580-3100		Office and Operating		CUST#20090 CAULK GUN	8.15	
457387	Invoice	06/06/2022	CUST#20090 TRIMMER LINE	0.00	36.54	
402-640-000-53580-3100		Office and Operating		CUST#20090 TRIMMER LIN	36.54	
457408	Invoice	06/07/2022	CUST#20090 TRIMMER LINE	0.00	4.89	
402-640-000-53580-3100		Office and Operating		CUST#20090 TRIMMER LIN	4.89	
457579	Invoice	06/16/2022	CUST#20090 CLAMP HOSE, CAP	0.00	13.65	
402-400-000-53580-3100		Office and Operating		CUST#20090 CLAMP HOSE	13.65	
457700	Invoice	06/22/2022	CUST#20090 PVC, PRIMER PVC PURPLE	0.00	12.16	
402-400-000-53580-3100		Office and Operating		CUST#20090 PVC, PRIMER	12.16	
457887	Invoice	06/29/2022	CUST#20090 COUPLINGS	0.00	7.69	
001-141-000-57680-3100		Office and Operating		CUST#20090 COUPLINGS	7.69	
457897	Invoice	06/30/2022	CUST#20090 ROLLER, PRIMER, CONTRACT	0.00	47.62	
001-141-000-57680-3100		Office and Operating		CUST#20090 ROLLER, PRI	47.62	
457972	Invoice	07/05/2022	CUST#20090 ROLLER, TRAY LINERS	0.00	33.41	
001-141-000-57680-3100		Office and Operating		CUST#20090 ROLLER, TRAY	33.41	
457978	Invoice	07/05/2022	CUST#20090 PAINT	0.00	73.16	
001-141-000-57680-3100		Office and Operating		CUST#20090 PAINT	73.16	
458011	Invoice	07/07/2022	CUST#20090 ADAPTERS	0.00	6.48	
001-142-000-57250-3100		Office and Operating		CUST#20090 ADAPTERS	6.48	
201875	TYLER TECHNOLOGIES	07/08/2022	Virtual Pay	0.00	70.72	APA000863
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
025-384237	Invoice	06/15/2022	CUST#48155 AUTOMATED METER READ	0.00	70.72	
411-000-000-59434-4100		Professional Services	21-AMR	CUST#48155 AUTOMATED	35.36	
412-000-000-59435-4100		Professional Services	21-AMR	CUST#48155 AUTOMATED	35.36	
201957	ULINE	07/08/2022	Virtual Pay	0.00	137.19	APA000864
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
150974758	Invoice	07/05/2022	CUST#5672395 AIR FRESHENER	0.00	137.19	
001-142-000-51890-3115		Office and Operating-Civi		CUST#5672395 AIR FRESH	80.03	
001-142-000-57250-3100		Office and Operating		CUST#5672395 AIR FRESH	34.30	
401-000-000-53480-3100		Office and Operating		CUST#5672395 AIR FRESH	22.86	
202308	USABLUEBOOK	07/08/2022	Virtual Pay	0.00	253.84	APA000865

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Packet: APPKT02356-JULY 8, 2022 AP AUTOMATION PAYMENTS

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		
021185	Invoice	06/22/2022	CUST#925099 O2 SENSOR	0.00	253.84	
402-640-000-53580-3100	Office and Operating		CUST#925099 O2 SENSOR		253.84	
VEN01846	USSSA WASHINGTON STATE	07/08/2022	Virtual Pay	0.00	518.00	APA000866
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
2022-6	Invoice	06/29/2022	JUNE 2022/ TRAVEL	0.00	518.00	
001-141-000-57120-4100	Professional Services/Adv		JUNE 2022/ TRAVEL		518.00	
202340	UTILITIES UNDERGROUND LOCATIO	07/08/2022	Virtual Pay	0.00	105.78	APA000867
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
2060226	Invoice	06/30/2022	ACCT#100100 EXCAVATION NOTICES JUNE	0.00	105.78	
401-000-000-53480-4100	Professional Services/Adv		ACCT#100100 EXCAVATIO		35.26	
402-300-000-53580-4100	Professional Services/Adv		ACCT#100100 EXCAVATIO		35.26	
404-000-000-53180-4100	Prof Serv-Stormwater Im		ACCT#100100 EXCAVATIO		35.26	
VEN01426	WALMART STORE	07/08/2022	Virtual Pay	0.00	70.00	APA000868
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
RESTITUTION513	Invoice	06/30/2022	RESTITUTION51389C	0.00	70.00	
657-000-000-58600-0010	Municipal Court Trust		RESTITUTION51389C		70.00	
203780	WATER MGMNT LABORATORIES INC	07/08/2022	Virtual Pay	0.00	1,163.00	APA000869
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
203525	Invoice	06/15/2022	ACCT# AS201R MISC TESTS	0.00	715.00	
402-400-000-53580-4100	Professional Services/Adv		ACCT# AS201R MISC TESTS		715.00	
203893	Invoice	06/27/2022	ACCT# AS201R TESTS 6/15	0.00	264.00	
402-400-000-53580-4100	Professional Services/Adv		ACCT# AS201R TESTS 6/15		264.00	
204044	Invoice	06/29/2022	ACCT# AS201R TESTS 6/1/22	0.00	184.00	
402-400-000-53580-4100	Professional Services/Adv		ACCT# AS201R TESTS 6/1/		184.00	
053987	WESTBAY NAPA AUTO PARTS	07/08/2022	Virtual Pay	0.00	39.37	APA000870
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
994431	Invoice	06/28/2022	ACCT#4296 V BELT	0.00	21.59	
402-400-000-53580-3100	Office and Operating		ACCT#4296 V BELT		21.59	
994471	Invoice	06/29/2022	ACCT#4296 OIL FILTER 62974D	0.00	17.78	
503-000-000-54865-3102	Oper Supplies-Parts		ACCT#4296 OIL FILTER 629		17.78	

Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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
Virtual Payments	112	58	0.00	227,103.30
	112	58	0.00	227,103.30

Virtual Payments	112	58	0.00	227,103.30
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2022	227,103.30
			<u>227,103.30</u>

May 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Overview

	2022 Revised Budget	2022 thru May	2022 Est Actual	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Revenues	15,123,340	6,326,080	15,192,390	69,050	0.5%
Expenditures	16,456,074	5,027,964	15,837,260	618,814	3.8%
Net Revenues Less Expenditures	(1,332,734)	1,298,116	(644,870)	687,864	
Beginning Fund Balance	4,777,350		4,777,350		
Ending Fund Balance	3,444,616 20.9%		4,132,480 25.1%		
<u>Ending Fund Balance Breakdown:</u>					
Reserved - 20% of Budget	3,291,215		3,291,215		
Unreserved Fund Balance	153,401		841,265		
Total Fund Balance	3,444,616		4,132,480		

Summary

2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals. 2020 and 2021 amounts included in this report are unaudited.

Analysis through May shows an overall positive budget variance of \$688 thousand.

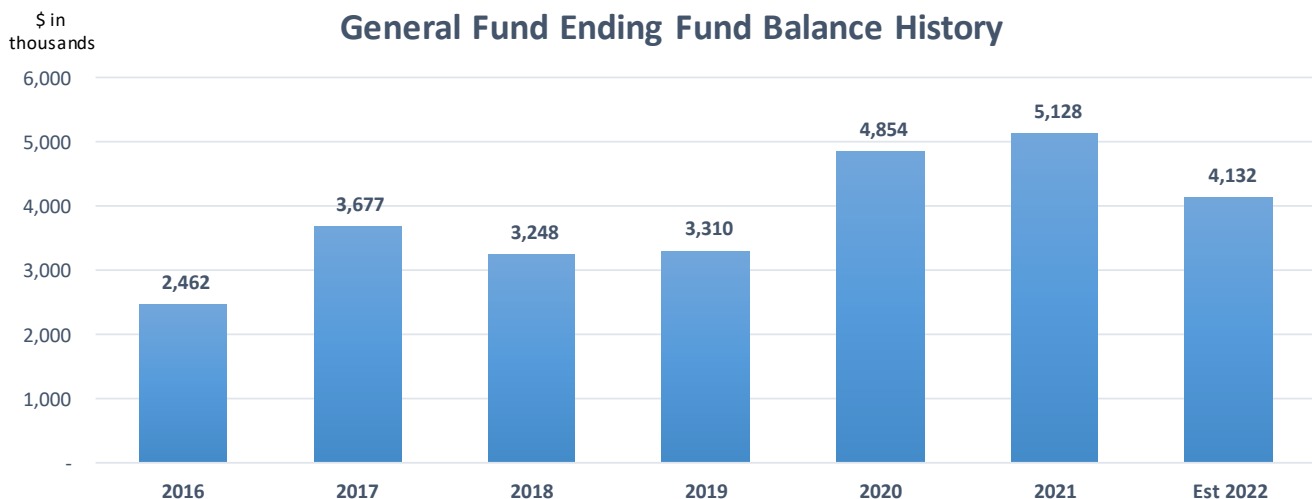
General Fund Reserves are estimated to end the year at \$4.1 million, or 25.1% of 2022 budgeted expenditures.

Revenue Overview

Revenues are currently estimated to end the year approximately \$69 thousand, or 0.5% higher than budgeted.

Expenditure Overview

Expenditures are currently estimated to end the year approximately \$619 thousand, or 3.8% lower than budgeted.



May 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Overview - Revenues

Revenue Categories	2022 Revised Budget	2022 thru May	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Taxes:					
Property	2,535,900	1,386,137	2,535,900	-	0.0%
Sales & Use	3,353,860	1,367,147	3,224,360	(129,500)	-3.9%
City Utility	1,225,750	626,736	1,299,950	74,200	6.1%
Non-City Utility	1,301,400	596,906	1,301,400	-	0.0%
Business & Occupation	997,500	536,293	1,050,000	52,500	5.3%
Other	40,430	24,640	51,230	10,800	26.7%
Licenses & Permits	296,900	142,503	308,580	11,680	3.9%
Intergovernmental Revenue	1,963,910	287,197	1,992,380	28,470	1.4%
Charges for Goods/Services	3,201,890	1,235,285	3,191,530	(10,360)	-0.3%
Fines and Penalties	92,550	23,787	73,290	(19,260)	-20.8%
Miscellaneous Revenue	113,250	99,449	163,770	50,520	44.6%
Total Revenues	15,123,340	6,326,080	15,192,390	69,050	0.5%

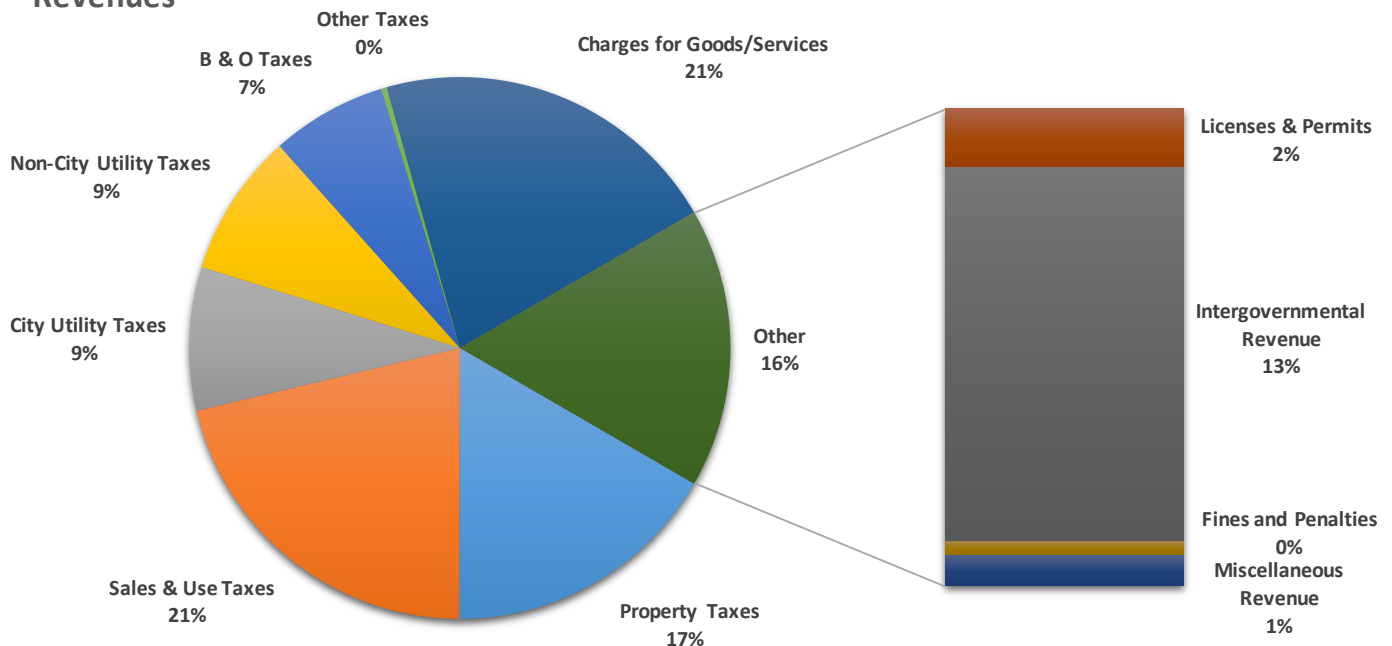
*2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

Variance analysis for revenues is provided for particular line items or those in which the estimated actual amount differs from the budgeted amount by at least 10% and \$75,000.

Variance Notes

Current 2022 revenue estimates compared to the 2022 revised budget do not create large variances.

2022 Estimated General Fund Revenues



May 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Overview - Expenditures

Department	2022 Revised Budget	2022 thru May	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Administrative Services					
Human Resources	326,340	154,875	338,790	(12,450)	-3.8%
Information Technology	372,880	118,237	363,310	9,570	2.6%
Risk Management	132,980	77,829	140,760	(7,780)	-5.9%
City Clerk	272,641	108,850	270,130	2,511	0.9%
City Council	73,540	36,609	74,350	(810)	-1.1%
City Manager					
City Manager	423,350	167,056	405,350	18,000	4.3%
Legal	345,870	96,970	321,360	24,510	7.1%
Detentions/Corrections-Contract	430,740	148,095	400,860	29,880	6.9%
Community Dev, Parks, Facilities					
Civic Center Activities	72,070	20,669	53,660	18,410	25.5%
Community Development	649,618	253,813	610,830	38,788	6.0%
Facility Services	675,460	256,148	664,400	11,060	1.6%
Parks & Recreation	750,700	198,702	677,230	73,470	9.8%
Finance	1,218,630	399,976	1,098,500	120,130	9.9%
Fire & Emergency Services	1,652,740	706,587	1,692,450	(39,710)	-2.4%
Municipal Court	740,230	273,241	690,940	49,290	6.7%
Non-Departmental	3,460,293	55,850	3,292,430	167,863	4.9%
Police	3,921,664	1,584,108	3,832,320	89,344	2.3%
Public Works	936,328	370,348	909,590	26,738	2.9%
Total Expenditures	16,456,074	5,027,964	15,837,260	618,814	3.8%

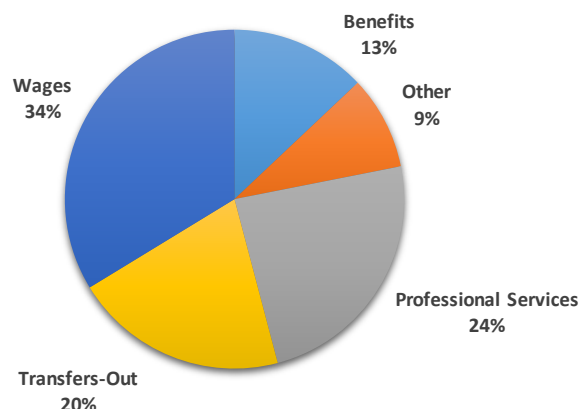
*2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

Variance analysis for expenditures is provided for particular departments which have an estimated actual amount that differs from the budgeted amount by at least 10% and \$75,000.

Variance Notes

Current 2022 expenditure estimates compared to the 2022 revised budget do not create large variances.

2022 Estimated General Fund Expenditures



May 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Year-to-Year

	2020 Actual	2021 Actual	2022 Revised Budget	2022 thru May	2022 Est Actual
Beginning Fund Balance	3,295,980	4,853,568	4,777,350	4,777,350	4,777,350
Revenues					
Taxes:					
Property	2,495,035	2,502,891	2,535,900	1,386,137	2,535,900
Sales & Use	3,195,310	3,368,713	3,353,860	1,367,147	3,224,360
City Utility	1,182,935	1,241,561	1,225,750	626,736	1,299,950
Non-City Utility	1,138,999	1,165,125	1,301,400	596,906	1,301,400
Business & Occupation	810,806	980,007	997,500	536,293	1,050,000
Other	42,140	56,304	40,430	24,640	51,230
Licenses & Permits	344,354	281,260	296,900	142,503	308,580
Intergovernmental Revenue	1,191,866	2,240,637	1,963,910	287,197	1,992,380
Charges for Goods/Services	2,968,830	2,904,696	3,201,890	1,235,285	3,191,530
Fines and Penalties	85,070	78,453	92,550	23,787	73,290
Miscellaneous Revenue	281,387	141,622	113,250	99,449	163,770
Total Revenues	13,736,732	14,961,268	15,123,340	6,326,080	15,192,390
Expenditures					
Administrative Services					
Human Resources	259,988	259,811	326,340	111,275	338,790
Information Technology	811,857	279,243	372,880	130,917	363,310
Risk Management	95,234	115,849	132,980	66,025	140,760
City Clerk+	69,707	198,328	272,641	85,472	270,130
City Council	161,137	100,744	73,540	42,039	74,350
City Manager					
City Manager	429,282	385,264	423,350	166,887	405,350
Legal	315,307	286,726	345,870	112,352	321,360
Detentions/Corrections-Contract	331,015	314,238	430,740	117,083	400,860
Community Dev, Parks, Facilities					
Civic Center Activities	44,892	50,348	72,070	24,089	53,660
Community Development	551,607	547,944	649,618	230,238	610,830
Facility Services	516,129	524,991	675,460	202,992	664,400
Parks & Recreation	376,383	521,872	750,700	186,784	677,230
Finance	939,517	928,469	1,218,630	479,833	1,098,500
Fire & Emergency Services	1,626,514	1,560,701	1,652,740	660,620	1,692,450
Municipal Court	498,380	528,267	740,230	224,437	690,940
Non-Departmental	1,029,993	4,252,217	3,460,293	97,130	3,292,430
Police	3,451,151	3,482,542	3,921,664	1,507,970	3,832,320
Public Works	671,052	699,932	936,328	260,680	909,590
Total Expenditures	12,179,144	15,037,485	16,456,074	4,706,822	15,837,260
+ City Clerk reflects all City Clerk expenses starting in 2021. Prior years included records, elections and code revision costs.					
Net Revenues less Expenditures	1,557,588	(76,217)	(1,332,734)	1,619,259	(644,870)
Ending Fund Balance	4,853,568	4,777,350	3,444,616	6,396,609	4,132,480
General Fund Reserves	4,853,568	4,777,350	3,444,616		4,132,480
based on same year actuals/budget	39.9%	31.8%	20.9%		26.1%

May 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Month-to-Month

	2020 thru May	2021 thru May	2022 thru May	2022 - 2021 Variance	% of Budget
Revenues					
Taxes:					
Property	1,292,429	1,430,916	1,386,137	(44,779)	-3.1%
Sales & Use	1,265,658	1,362,172	1,367,147	4,976	0.4%
City Utility	479,092	495,380	626,736	131,357	26.5%
Non-City Utility	555,564	559,108	596,906	37,798	6.8%
Business & Occupation	343,584	476,641	536,293	59,652	12.5%
Other	15,699	16,730	24,640	7,910	47.3%
Licenses & Permits	116,079	122,767	142,503	19,736	16.1%
Intergovernmental Revenue	249,309	220,520	287,197	66,677	30.2%
Charges for Goods/Services	1,158,143	1,138,228	1,235,285	97,057	8.5%
Fines and Penalties	29,533	32,318	23,787	(8,531)	-26.4%
Miscellaneous Revenue	139,657	62,553	99,449	36,896	59.0%
Total Revenues	5,644,748	5,917,333	6,326,080	408,747	6.9%
Expenditures					
Administrative Services					
Human Resources	127,738	111,275	154,875	43,600	39.2%
Information Technology	108,455	130,917	118,237	(12,680)	-9.7%
Risk Management	66,279	66,025	77,829	11,805	17.9%
City Clerk+	36,669	85,472	108,850	23,378	27.4%
City Council	73,441	42,039	36,609	(5,429)	-12.9%
City Manager					
City Manager	172,966	166,887	167,056	169	0.1%
Legal	142,615	112,352	96,970	(15,382)	-13.7%
Detentions/Corrections-Contract	131,286	117,083	148,095	31,011	26.5%
Community Dev, Parks, Facilities					
Civic Center Activities	19,949	24,089	20,669	(3,420)	-14.2%
Community Development	231,227	230,238	253,813	23,574	10.2%
Facility Services	247,837	202,992	256,148	53,157	26.2%
Parks & Recreation	132,517	186,784	198,702	11,918	6.4%
Finance	394,918	479,833	399,976	(79,858)	-16.6%
Fire & Emergency Services	717,891	660,620	706,587	45,968	7.0%
Municipal Court	208,574	224,437	273,241	48,805	21.7%
Non-Departmental	206,988	97,130	55,850	(41,279)	-42.5%
Police	1,489,280	1,507,970	1,584,108	76,138	5.0%
Public Works	283,402	260,680	370,348	109,668	42.1%
Total Expenditures	4,792,032	4,706,822	5,027,964	321,142	6.8%

+ City Clerk reflects all City Clerk expenses starting in 2021. Prior years included records, elections and code revision costs.

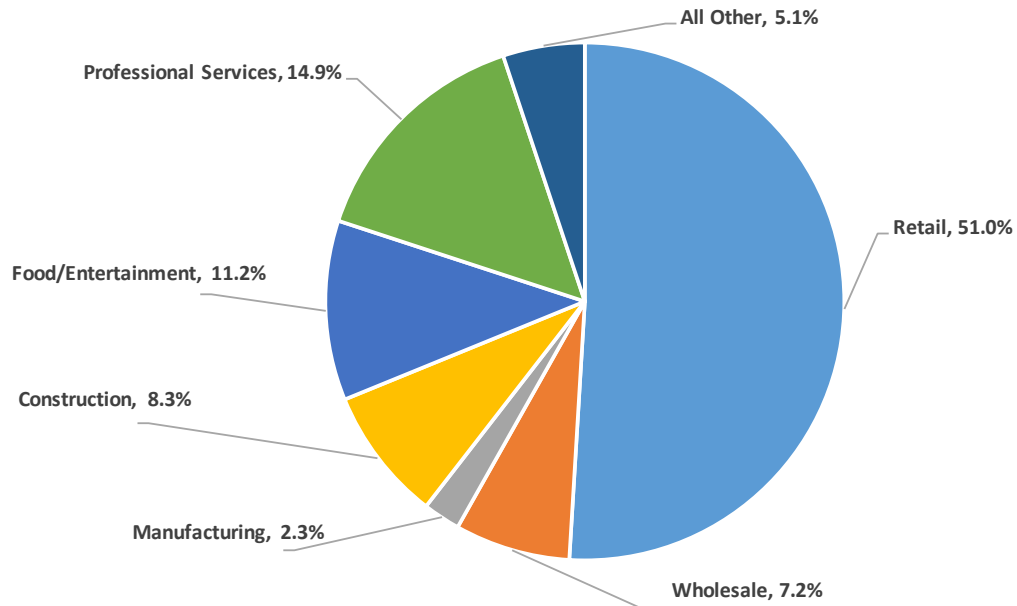
This Month-to-Month presentation does not include variance notes. Common variances are due to timing of receipts and expenditures. Totals reported are year-to-date through May which is 41.7% of the year.

May 2022 Monthly Financial Report

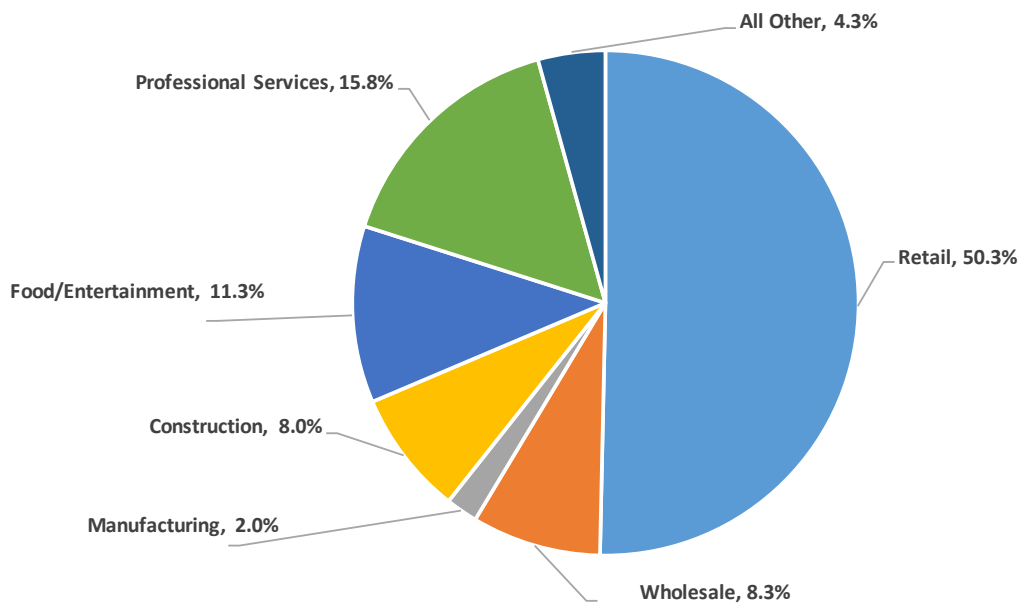
City of Shelton, Washington

Sales Tax Breakdown by Type

2022 thru May



May 2022



May 2022 Monthly Financial Report

City of Shelton, Washington

Fund Balances

Fund	2022 Beginning Fund Balance	2022 Estimated Revenue	2022 Estimated Expenditure	2022 Estimated Fund Balance	\$ Change	% Change
City-wide Fund Balances						
General Fund	4,777,350	15,192,390	15,837,260	4,132,480	(644,870)	-13.5%
Street Fund	423,415	1,871,560	1,979,060	315,915	(107,500)	-25.4%
Capital Resource Funds						
Real Estate Excise Tax -1	356,027	125,900	46,830	435,097	79,070	22.2%
Real Estate Excise Tax -2	395,753	125,990	-	521,743	125,990	31.8%
Transport Benefit District	1,302,997	502,810	385,390	1,420,417	117,420	9.0%
Traffic Impact Fees	997,437	47,160	414,100	630,497	(366,940)	-36.8%
General Resources	1,649,409	1,937,650	2,674,330	912,729	(736,680)	-44.7%
Tourism Fund	89,620	50,090	65,758	73,952	(15,668)	-17.5%
Bond Fund	7,618	177,390	177,300	7,708	90	1.2%
Capital Improvement Fund	879,714	3,436,353	3,136,353	1,179,714	300,000	34.1%
Water Fund	1,650,758	2,647,840	2,805,554	1,493,044	(157,714)	-9.6%
Water Capital Fund	1,146,128	2,737,344	2,737,344	1,146,128	-	
Sewer Fund	3,664,095	6,619,310	6,392,158	3,891,247	227,152	6.2%
Sewer Capital Fund	1,308,976	2,603,928	2,603,928	1,308,976	-	
Solid Waste Fund	1,015,514	602,100	1,286,540	331,074	(684,440)	-67.4%
Storm Drainage Fund	391,777	1,487,930	1,315,960	563,747	171,970	43.9%
Storm Drainage Capital Fund	25,871	320,035	320,035	25,871	-	
Payroll Benefits Fund	167,652	115,990	95,230	188,412	20,760	12.4%
Equipment Rental Fund	593,494	630,250	880,580	343,164	(250,330)	-42.2%
Firefighters Fund	479,800	9,290	71,690	417,400	(62,400)	-13.0%
Library Endowment Fund	122,099	660	-	122,759	660	0.5%
City-wide Fund Totals	21,445,504	41,241,970	43,225,400	19,462,074	(1,983,430)	-9.2%

May 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru May	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
General Fund					
Taxes	9,454,840	4,537,860	9,462,840	8,000	0.1%
Licenses & Permits	296,900	142,503	308,580	11,680	3.9%
Intergovernmental Revenue	1,963,910	287,197	1,992,380	28,470	1.4%
Charges for Goods/Services	3,201,890	1,235,285	3,191,530	(10,360)	-0.3%
Fines and Penalties	92,550	23,787	73,290	(19,260)	-20.8%
Miscellaneous Revenue	113,250	99,449	163,770	50,520	44.6%
Total Revenues	15,123,340	6,326,080	15,192,390	69,050	0.5%
Wages	5,650,500	2,106,702	5,341,430	309,070	5.5%
Benefits	2,311,350	838,336	2,050,370	260,980	11.3%
Professional Services	3,629,306	1,403,346	3,800,990	(171,684)	-4.7%
Transfers-Out	3,397,793	12,607	3,227,690	170,103	5.0%
Other	1,467,125	666,973	1,416,780	50,345	3.4%
Total Expenditures	16,456,074	5,027,964	15,837,260	618,814	3.8%
Net Revenues Less Expenditures	(1,332,734)	1,298,116	(644,870)	687,864	
Street Fund					
Taxes	675,000	278,348	668,030	(6,970)	-1.0%
Licenses & Permits	5,500	7,361	10,000	4,500	81.8%
Intergovernmental Revenue	214,000	79,482	190,760	(23,240)	-10.9%
Charges for Goods/Services	56,120	22,967	55,120	(1,000)	-1.8%
Miscellaneous Revenue	1,500	12,930	13,140	11,640	776.0%
Transfers In	934,510	-	934,510	-	0.0%
Total Revenues	1,886,630	401,087	1,871,560	(15,070)	-0.8%
Wages	336,610	149,581	358,990	(22,380)	-6.6%
Benefits	159,370	68,101	163,430	(4,060)	-2.5%
Professional Services	174,990	140,757	231,080	(56,090)	-32.1%
Transfers-Out	500,000	-	500,000	-	0.0%
Other	825,240	329,988	725,560	99,680	12.1%
Total Expenditures	1,996,210	688,428	1,979,060	17,150	0.9%
Net Revenues Less Expenditures	(109,580)	(287,340)	(107,500)	2,080	
Capital Resources - Real Estate Excise Tax - 1 (REET-1)					
Taxes	52,500	80,850	125,000	72,500	138.1%
Miscellaneous Revenue	-	377	900	900	
Total Revenues	52,500	81,227	125,900	73,400	139.8%
Transfers-Out	46,830	-	46,830	-	0.0%
Total Expenditures	46,830	-	46,830	-	0.0%
Net Revenues Less Expenditures	5,670	81,227	79,070	73,400	

*2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

May 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru May	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Capital Resources - Real Estate Excise Tax - 2 (REET-2)					
Taxes	52,500	80,850	125,000	72,500	138.1%
Miscellaneous Revenue	-	412	990	990	
Total Revenues	52,500	81,262	125,990	73,490	140.0%
Total Expenditures	-	-	-	-	
Net Revenues Less Expenditures	52,500	81,262	125,990	73,490	
Capital Resources -Transportation Benefit District (TBD)					
Miscellaneous Revenue	-	1,169	2,810	2,810	
Transfers In	500,000	-	500,000	-	0.0%
Total Revenues	500,000	1,169	502,810	2,810	0.6%
Transfers-Out	385,390	-	385,390	-	0.0%
Total Expenditures	385,390	-	385,390	-	0.0%
Net Revenues Less Expenditures	114,610	1,169	117,420	2,810	
Capital Resources - Traffic Impact Fees (TIF)					
Charges for Goods/Services	80,000	7,471	45,000	(35,000)	-43.8%
Miscellaneous Revenue	-	900	2,160	2,160	
Total Revenues	80,000	8,371	47,160	(32,840)	-41.1%
Transfers-Out	414,100	-	414,100	-	0.0%
Total Expenditures	414,100	-	414,100	-	0.0%
Net Revenues Less Expenditures	(334,100)	8,371	(366,940)	(32,840)	
Capital Resources - General					
Intergovernmental Revenue	445,780		445,780	-	0.0%
Miscellaneous Revenue	-	1,358	3,260	3,260	
Transfers In	1,488,610	-	1,488,610	-	0.0%
Total Revenues	1,934,390	1,358	1,937,650	3,260	0.2%
Transfers-Out	2,139,500	-	2,139,500	-	0.0%
Other	534,830	89,049	534,830	-	0.0%
Total Expenditures	2,674,330	89,049	2,674,330	-	0.0%
Net Revenues Less Expenditures	(739,940)	(87,691)	(736,680)	3,260	
Tourism Fund					
Taxes	48,000	20,778	49,870	1,870	3.9%
Miscellaneous Revenue	100	90	220	120	120.0%
Total Revenues	48,100	20,868	50,090	1,990	4.1%
Professional Services	65,758	4,613	65,758	-	0.0%
Total Expenditures	65,758	4,613	65,758	-	0.0%
Net Revenues Less Expenditures	(17,658)	16,255	(15,668)	1,990	

*2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

May 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru May	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Bond Fund					
Taxes	-	36	90	90	
Transfers In	177,300	-	177,300	-	0.0%
Total Revenues	177,300	36	177,390	90	0.1%
Other	177,300	-	177,300	-	0.0%
Total Expenditures	177,300	-	177,300	-	0.0%
Net Revenues Less Expenditures	-	36	90	90	
Capital Improvement Fund					
Intergovernmental Revenue	1,974,310	23,446	1,974,310	-	0.0%
Charges for Goods/Services	59,000	-	59,000	-	0.0%
Transfers In	1,403,043	-	1,403,043	-	0.0%
Total Revenues	3,436,353	23,446	3,436,353	-	0.0%
Professional Services	-	15,158	36,380	(36,380)	
Other	3,136,353	246,043	3,099,973	36,380	1.3%
Total Expenditures	3,136,353	261,200	3,136,353	-	0.0%
Net Revenues Less Expenditures	300,000	(237,755)	300,000	-	
Water Fund					
Charges for Goods/Services	2,596,210	1,121,418	2,617,800	21,590	0.8%
Miscellaneous Revenue	46,100	3,352	30,040	(16,060)	-34.8%
Total Revenues	2,642,310	1,124,771	2,647,840	5,530	0.2%
Wages	591,090	201,412	543,390	47,700	8.1%
Benefits	259,560	92,577	237,200	22,360	8.6%
Professional Services	103,940	64,125	170,370	(66,430)	-63.9%
Transfers-Out	172,844	-	172,844	-	0.0%
Other	1,692,520	720,647	1,681,750	10,770	0.6%
Total Expenditures	2,819,954	1,078,761	2,805,554	14,400	0.5%
Net Revenues Less Expenditures	(177,644)	46,009	(157,714)	19,930	
Water Capital Fund					
Intergovernmental Revenue	1,050,000	-	1,050,000	-	0.0%
Transfers In	1,687,344	-	1,687,344	-	0.0%
Total Revenues	2,737,344	-	2,737,344	-	0.0%
Other	2,737,344	105,785	2,737,344	-	0.0%
Total Expenditures	2,737,344	105,785	2,737,344	-	0.0%
Net Revenues Less Expenditures	-	(105,785)	-	-	

*2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

May 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru May	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Sewer Fund					
Intergovernmental Revenue	-	5,726	5,730	5,730	
Charges for Goods/Services	6,234,660	2,883,104	6,444,610	209,950	3.4%
Miscellaneous Revenue	133,000	43,845	168,970	35,970	27.0%
Total Revenues	6,367,660	2,932,675	6,619,310	251,650	4.0%
Wages	788,100	309,048	771,710	16,390	2.1%
Benefits	369,070	146,634	361,910	7,160	1.9%
Professional Services	339,000	124,526	334,360	4,640	1.4%
Transfers-Out	153,928	-	153,928	-	0.0%
Other	4,800,050	2,436,452	4,770,250	29,800	0.6%
Total Expenditures	6,450,148	3,016,661	6,392,158	57,990	0.9%
Net Revenues Less Expenditures	(82,488)	(83,986)	227,152	309,640	
Sewer Capital Fund					
Intergovernmental Revenue	2,050,000	-	2,050,000	-	0.0%
Transfers In	553,928	-	553,928	-	0.0%
Total Revenues	2,603,928	-	2,603,928	-	0.0%
Other	2,603,928	106,917	2,603,928	-	0.0%
Total Expenditures	2,603,928	106,917	2,603,928	-	0.0%
Net Revenues Less Expenditures	-	(106,917)	-	-	
Solid Waste Fund					
Intergovernmental Revenue	600,000	3,558	600,000	-	0.0%
Miscellaneous Revenue	-	875	2,100	2,100	
Total Revenues	600,000	4,432	602,100	2,100	0.4%
Professional Services	300,000	74,867	300,000	-	0.0%
Other	986,540	255	986,540	-	0.0%
Total Expenditures	1,286,540	75,121	1,286,540	-	0.0%
Net Revenues Less Expenditures	(686,540)	(70,689)	(684,440)	2,100	
Storm Drainage Fund					
Intergovernmental Revenue	25,000	-	25,000	-	0.0%
Charges for Goods/Services	1,537,340	619,362	1,461,690	(75,650)	-4.9%
Miscellaneous Revenue	500	517	1,240	740	148.0%
Total Revenues	1,562,840	619,879	1,487,930	(74,910)	-4.8%
Wages	491,780	114,804	400,530	91,250	18.6%
Benefits	217,980	52,520	166,050	51,930	23.8%
Professional Services	93,230	11,884	97,050	(3,820)	-4.1%
Transfers-Out	95,035	-	95,040	(5)	0.0%
Other	583,810	225,184	557,290	26,520	4.5%
Total Expenditures	1,481,835	404,393	1,315,960	165,875	11.2%
Net Revenues Less Expenditures	81,005	215,487	171,970	90,965	
Storm Drainage Capital Fund					
Transfers In	320,035	-	320,035	-	0.0%
Total Revenues	320,035	-	320,035	-	0.0%
Other	320,035	335	320,035	-	0.0%
Total Expenditures	320,035	335	320,035	-	0.0%
Net Revenues Less Expenditures	-	(335)	-	-	

*2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

May 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru May	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Payroll Benefits Fund					
Charges for Goods/Services	40,000	18,720	44,930	4,930	12.3%
Miscellaneous Revenue	350	212	510	160	45.7%
Transfers In	160,650	12,607	70,550	(90,100)	-56.1%
Total Revenues	201,000	31,539	115,990	(85,010)	-42.3%
Benefits	201,000	32,104	95,230	105,770	52.6%
Total Expenditures	201,000	32,104	95,230	105,770	52.6%
Net Revenues Less Expenditures	-	(565)	20,760	20,760	

Payroll Benefits Fund Notes

Revenues & Expenditures: Estimated expenditures for benefits have decreased and transfers in are adjusted accordingly.

Equipment Maint & Rental Fund					
Intergovernmental Revenue	-	-	-	-	
Charges for Goods/Services	578,000	277,002	627,500	49,500	8.6%
Miscellaneous Revenue	5,000	1,145	2,750	(2,250)	-45.0%
Total Revenues	583,000	278,147	630,250	47,250	8.1%
Wages	95,210	39,152	93,970	1,240	1.3%
Benefits	46,890	19,390	46,530	360	0.8%
Professional Services	36,510	10,961	36,390	120	0.3%
Other	713,840	127,306	703,690	10,150	1.4%
Total Expenditures	892,450	196,809	880,580	11,870	1.3%
Net Revenues Less Expenditures	(309,450)	81,338	(250,330)	59,120	

Firefighter's Pension Fund					
Taxes	100	-	-	(100)	-100.0%
Miscellaneous Revenue	12,000	413	9,290	(2,710)	-22.6%
Transfers In	80,000	-	-	(80,000)	-100.0%
Total Revenues	92,100	413	9,290	(82,810)	-89.9%
Benefits	97,100	23,447	71,690	25,410	26.2%
Professional Services	5,000	-	-	5,000	100.0%
Total Expenditures	102,100	23,447	71,690	30,410	29.8%
Net Revenues Less Expenditures	(10,000)	(23,034)	(62,400)	(52,400)	

Firefighters Pension Fund Notes

Revenues: Current estimate does not include a transfer-in from general fund in 2022.

Library Endowment Fund					
Miscellaneous Revenue	1,600	276	660	(940)	-58.8%
Total Revenues	1,600	276	660	(940)	-58.8%
Total Expenditures	-	-	-	-	
Net Revenues Less Expenditures	1,600	276	660	(940)	

*2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes
June 7, 2022 – 6:00 p.m.
Civic Center & Virtual Platform

COUNCILMEMBERS AND PERSONNEL

Councilmembers:

Mayor Eric Onisko
Deputy Mayor Joe Schmit
James Boad
Miguel Gutierrez
Kathy McDowell
Deidre Peterson
Sharon Schirman

Personnel:

City Manager Jeff Niten
City Clerk Donna Nault
Community Development Director Mark Ziegler
Senior Planner Jason Dose

CALL TO ORDER

Call to Order: 6:00 p.m.
Pledge of Allegiance: Councilmember Boad.
Roll Call: City Clerk Nault – All present.

LATE CHANGES TO THE AGENDA

1. Proclamation June 2022 Pride Month added to agenda item D-2.

CITY COUNCIL REPORTS

- 78th Annual Forest Festival.
- Timberland Regional Library grand re-opening.

CONSENT AGENDA

1. Vouchers numbered 107349 through 107360 in the total amount of \$761,329.05.
2. Vouchers numbered APA000456 through APA000505 in the total amount of \$222,023.71.
3. Vouchers numbered 107361 through 107366 in the total amount of \$10,880.84.
4. Vouchers numbered APA000506 through APA000532 in the total amount of \$199,683.70
5. Voucher number 107367 in the amount of \$14,370.33
6. Minutes:
 - Business Meeting of May 3, 2022
 - Study Session of May 10, 2022

A motion was made by Councilmember McDowell and seconded by Councilmember Gutierrez to approve the consent agenda as published. Passed.

PRESENTATIONS:

1. Shelton Mason County Chamber of Commerce 1st Quarter LTAC Report – Presented by President/CEO Heidi McCutcheon

Chamber of Commerce President McCutcheon presented the 1st Quarter LTAC Report.

2. Proclamation – June 2022 Pride Month – Presented by Councilmember Miguel Gutierrez

Councilmember Gutierrez read the June 2022 Pride Month Proclamation.

City Manager Niten read into the record an email received from Jill McKnight.

GENERAL PUBLIC COMMENT

In-Person

Mary Eagleson
Reverend Jeni Lynn
Dean Jewett
Jackie Jewett

ZOOM Virtual Platform

Dacia Dunbar
Billy Thomas
Kevin Schilling

Jim Morrell
Clara Robbins

Mayor Onisko recessed from the regular meeting to open a Public Hearing.

BUSINESS AGENDA

1. Public Hearing Ordinance No. 1988-0522 Shelton Municipal Code Ch. 18 Related to Building, Fire and Flood Damage Prevention – Presented by Community Development Director Mark Ziegler

Community Development Director Ziegler reviewed the Development Code Steering Committee's suggested changes. Discussion followed. No public testimony. City Clerk Nault provided the reading of Ordinance No. 1988-0522.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember McDowell to place Ordinance No. 1988-0522 on the June 21, 2022 City Council action agenda for further consideration. Passed.

Mayor Onisko closed the Public Hearing and resumed the regular meeting.

ACTION AGENDA

1. Appointing Historic Preservation Board Members – Presented by Senior Planner Jason Doe

Senior Planner Dose reviewed the volunteer application process. Discussion followed. No public comment.

A motion was made by Councilmember Gutierrez and seconded by Deputy Mayor Schmit to appoint all seven applicants to the City of Shelton Historic Preservation Board as outlined in the staff's brief. Passed.

2. Appointing Parks and Recreation Advisory Committee Members – Presented by Community Development Director Mark Ziegler

Community Development Director Ziegler discussed the application and appointment process of a candidate to fill the remaining term of a vacated position. Discussion followed. No public comment.

A motion was made by Councilmember Gutierrez and seconded by Deputy Mayor Schmit to appoint Sara DeHart to the Parks and Recreation Advisory Committee. Passed.

3. Ordinance No. 1983-0122 Animal Control – Presented by City Manager Jeff Niten

City Manager Niten reviewed proposed changes to Ordinance No. 1983-0122. Discussion followed. A written public comment from Eric and Jo Anna Rasmussen was read. City Clerk Nault provided the reading of Ordinance No. 1983-0122. There were no public comments.

A motion was made by Deputy Mayor Schmit and seconded by Mayor Onisko to approve Ordinance No. 1983-0122. Discussion followed.

A motion was made by Councilmember Gutierrez and seconded by Councilmember McDowell to amend 7.08.040(A) allowing up to 5 chickens on parcels 5,999 square feet or less and allow up to 12 chickens on parcels 6,000 square feet to 1-acre on a neighborhood residential zoned parcel with roosters being explicitly prohibited. Discussed on the amendment followed. Passed by vote of 5:2.

Mayor Onisko: Yes.
Deputy Mayor Schmit: Yes.
Councilmember Gutierrez: Yes.
Councilmember McDowell: Yes.

Councilmember Peterson: Yes
Councilmember Boad: No.
Councilmember Schirman: Opted out.

A motion was made by Councilmember Peterson and seconded by Deputy Mayor Schmit to amend 7.02.010, Section 1.9 of the Code changing the language from a 20-foot leash to an 8-foot leash. Discussion followed. Passed.

A motion was made by Mayor Onisko and seconded by Councilmember Gutierrez to amend Ordinance No. 1983-0122 removing cats from registration requirements. Discussion followed. A motion was made Deputy Mayor Schmitt and seconded by Councilmember Boad to table Ordinance No. 1983-0122 until the City Council meeting scheduled on October 4, 2022. Discussion followed.

City Manager Niten stated there is a motion on the floor that takes precedence made by Mayor Onisko to remove cats from the registration requirement. Discussion followed. Councilmember Peterson called a Point of Order (Point of General Privilege) stating each Councilmember is to be afforded an opportunity to speak.

Mayor Onisko stated there is a motion and second on the floor to amend the cat registration by removing cats from the registration requirement. Passed. Councilmember Peterson called a Division. Deputy Mayor Schmit called a Point of Order and asked City Clerk Nault to Call the Roll. Passed by vote of 4:3

Mayor Onisko: Yes.
Councilmember Gutierrez: Yes.
Councilmember McDowell: Yes
Councilmember Schirman: Yes

Deputy Mayor Schmit: No.
Councilmember Boad: No.
Councilmember Peterson: No.

Mayor Onisko stated on the original Ordinance No.1983-0122 there is a motion and second to approve. Councilmember Peterson called a Point of Order stating the motion should be stated as amended. Mayor Onisko stated there is a motion and second to approve Ordinance No. 1983-0122 as amended. Passed.

ADMINISTRATION REPORT – City Manager Jeff Niten

- Forest Festival
- City Council shirts with name and logo
- AWC Conference
- Juneteenth Holiday
- Homelessness Task Force
- Council Strategic Planning
- Review Looking Ahead

NEW ITEMS FOR DISCUSSION

- Stray dogs and cats

ANNOUNCEMENT OF NEXT MEETING

Study Session – June 14, 2022 at 6:00 p.m.
City Council Meeting – June 22, 2022 at 6:00 p.m.

MEETING ADJOURN

Mayor Onisko adjourned the meeting at 7:22 p.m.

Mayor Eric Onisko

City Clerk Donna Nault



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

Study Session Special Meeting Minutes

June 14, 2022 – 6:00 p.m.

Civic Center & Virtual Platform

COUNCILMEMBERS AND PERSONNEL

Councilmembers:

Mayor Eric Onisko
Deputy Mayor Joe Schmit
James Boad
Miguel Gutierrez
Kathy McDowell
Deidre Peterson
Sharon Schirman

Personnel:

City Manager Jeff Niten
Communications Specialist Mary Ricker
Public Works Director Jay Harris
Wastewater Superintendent Brent Armstrong

CALL TO ORDER

Call to Order: 6:00 p.m.

Roll Call: Communications Specialist Ricker – All present

STUDY AGENDA

1. Public Works Laydown Yard – Presented by Wastewater Superintendent Brent Armstrong & Public Works Director Jay Harris

Wastewater Superintendent Armstrong reported the Public Works yard has been at its current location for over 75 years. The city has outgrown the facility and the maintenance yard needs to be updated. City staff has worked with consultants to identify a solution and a planning stage study has been completed. Discussion followed.

NEW ITEMS FOR DISCUSSION

- Upgrade courtroom/chambers
- Civic Center - additional community space
- City and community-based vision process for Shelton

ADJOURN

Mayor Onisko adjourned the meeting at 6:47 p.m.

Mayor Eric Onisko

City Clerk Donna Nault



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item E1)

Touch Date: 03/22/2022
Brief Date: 07/19/2022
Action Date: 08/02/2022

Department: Executive
Presented By: Jeff Niten

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

- | | | |
|-------------------------------------|------------------|------------|
| <input type="checkbox"/> | Dept. Head | _____ |
| <input type="checkbox"/> | Finance Director | _____ |
| <input type="checkbox"/> | Attorney | _____ |
| <input checked="" type="checkbox"/> | City Clerk | _____ |
| <input checked="" type="checkbox"/> | City Manager | 07/07/2022 |

PROGRAM/PROJECT TITLE:
**Regulating Camping on
Private Property**

ATTACHMENTS:
- Ordinance No. 1987-0422

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

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

In an ongoing effort to address nuisance activities in our community and provide city Code Enforcement Officers tools necessary to address public safety and sanitation concerns within city limits, the city is in the process of reviewing current municipal code language.

One code section identified for review is Shelton Municipal Code (SMC) 20.47 Temporary Homeless Encampments. This municipal code section was adopted by the then City Commission in 2015 (ORD. 1872-0715). With this change staff also proposes amending SMC 8.70 Public Nuisances last updated in 2013 (ORD. 1828-0513).

City Council discussed policy ideas at a study session focused on proposed changes to SMC 20.47 and 8.70 on March 22, 2022. This proposal defines camping and enables community organizations to host temporary homeless encampments on private property with an appropriate permit. Criteria for permit approval for two types of temporary homeless encampments are clearly outlined, as are procedural requirements for applications. In addition, encampments that lack sufficient sanitation facilities are proposed to be added to the nuisance section of the SMC.

ANALYSIS/OPTIONS/ALTERNATIVES:

Council has the option of not making amendments to SMC 20.47 and 8.70 or directing other changes to the proposed Ordinance.

BUDGET/FISCAL INFORMATION:

There will be minor budget and staff impacts to implement these changes to include staff time while assisting private property owners with ideas to help keep their property secure.

PUBLIC INFORMATION REQUIREMENTS:

Information can be obtained from the City Clerk.

STAFF RECOMMENDATION/MOTION:

"I move that we forward Ordinance No. 1987-0422 to the action agenda of the August 2nd Council meeting for further consideration."

ORDINANCE NO. 1987-0422

AN ORDINANCE OF THE CITY OF SHELTON, WASHINGTON, AMENDING CHAPTERS 20.47.010 AND 8.70 OF THE SHELTON MUNICIPAL CODE, RELATED TO CAMPING ON PRIVATE PROPERTY

WHEREAS, camping overnight on private property not specifically designated for camping, which lack adequate sanitation facilities and public safety measures, creates a danger to public health, welfare, and safety; and

WHEREAS, the Shelton City Council wishes to prohibit overnight camping when such activity creates a public nuisance; and

WHEREAS, the City Council wishes to adopt provisions concerning abatement of camping activities and paraphernalia that create a public nuisance; and

WHEREAS, the City Council wishes to amend its existing code provisions concerning encampments hosted by ~~religious~~ community organizations.

Section 1. Chapter 20.47.010 of the Shelton Municipal Code shall be retitled “Camping on Private Property” and amended as follows.

20.47.010 Definitions.

The following definitions shall apply to temporary homeless encampment permits and this chapter:

A. “Camping” or “camp” means erecting a tent or other shelter, arranging bedding, or residing in a motor vehicle, for the purpose of, or in such a manner as will permit persons, remaining overnight.

B. Host” means a ~~property owner or~~ local ~~religious~~ community organization that hosts a temporary homeless encampment on its property; has an agreement with a managing agency to provide basic services and support for the residents of a temporary homeless encampment; acts as liaison with the surrounding community; and joins with the managing agency in an application for a temporary homeless encampment permit. A host may be the same entity as the managing agency.

~~B-C~~ “Managing agency” means an organization or property owner that is responsible for organizing and managing a temporary homeless encampment. A managing agency may be the same entity as the host.

C. “Temporary homeless encampment” means a transient or interim gathering or community residing out of doors on the property of a religious community organization ~~or other property owner~~, with services provided and supervised by a managing agency and host. A temporary homeless encampment is comprised of temporary enclosures (tents and other forms of portable shelter that are not permanently attached to the ground), which may include common areas designed to provide food, living and sanitary services to occupants of the encampment.

~~D. The RCW 35A.21.360 definition of “religious organization” is incorporated by reference into this chapter. “Community organization” means social work concentrating upon the organized development of community social welfare through coordination of public and private agencies.~~

E. The International Fire Code definitions of “tent,” “canopy,” and “membrane structure” are incorporated by reference into this chapter.

F. “Extended family” means one or two adults and their children, being relatives of one adult resident/host, limited to siblings and their spouses, children of siblings, parents, grandparents, children and grandchildren.

20.47.020 Prohibited acts. Homeless encampments that are not authorized by this Chapter, or that violate the terms of their permits, are prohibited and subject to enforcement action per Chapters 8.70, 17.08, and 20.56 SMC, and as otherwise provided by law, and are subject to abatement, criminal prosecution, injunctive relief, and other forms of relief which the city may seek. Any camping on private property that creates a public nuisance, as defined by Chap. 8.70 SMC, is prohibited and subject to abatement under Chapters 8.70, 17.08, and 20.56 SMC.

20.47.030 Temporary homeless encampments host permit.

A temporary homeless encampment host permit shall be required for temporary homeless encampment in the city. Temporary homeless encampments are eligible to be permitted as a secondary use in any zone. Establishing a temporary homeless encampment contrary to the provisions of this chapter is prohibited. ~~If a temporary homeless encampment is established in violation of this chapter, or if after a temporary homeless encampment permit is issued, the permit holder violates this chapter or any condition of the permit, the encampment, its host, and managing agency may be subject to code enforcement pursuant to applicable city codes.~~

20.47.030 Standards.

The following standards shall apply for processing applications for and approving temporary homeless encampments:

A. A temporary homeless encampment permit for a facility accommodating not more than six individuals, or not more than two extended families comprised of not greater than twelve persons, is allowed outright when the following conditions are met:

1. The facility is located on the property of a ~~religious~~ community organization.
2. No part of a temporary homeless encampment shall encroach on setbacks between properties, or into a critical area or critical area buffer.
3. Visual screening from the neighboring properties is required around the perimeter of the temporary homeless encampment, and must meet the screening requirements of Section [20.40.040](#)(E)(1).
4. Exterior lighting must be directed downward and contained within the temporary homeless encampment.
5. Children under eighteen that are unaccompanied by a parent or guardian are not allowed in the temporary homeless encampment.
6. The host shall provide and enforce within said encampment a written code of conduct, which not only provides for the health, safety, and welfare of the temporary homeless encampment residents, but also mitigates impacts to neighbors and the community. The code of conduct shall, at a minimum, prohibit:
 - a. Possession or use of firearms, and/or illegal drugs;
 - b. Violence;
 - c. Open flames within tents;
 - d. Trespassing on private property in the surrounding neighborhood;
 - e. Littering in the temporary homeless encampment site or the surrounding neighborhood.

7. The host and temporary homeless encampment residents shall comply with applicable state statutes and regulations and local ordinances concerning, but not limited to, drinking water connections, solid waste disposal, human waste, outdoor fire or burning, electrical systems, and fire-resistant materials.

8. The host shall provide access to restroom facilities available twenty-four hours a day, access to kitchen facilities for three hours per day, and access to shower facilities at least two times per week. In addition, the host shall ensure there is at all times an adequate source of water for both sanitation and drinking.

9. The host shall provide a contact to the city and resident who is responsible for ensuring the required standards are met, enforcing camp code of conduct requirements, assisting with rule-making for residents, and providing residents with information regarding available social services.

B. A temporary homeless encampment permit for a facility accommodating not more than thirty individuals may be permitted administratively for up to seven months, with the option to apply for an extension for an additional seven months, when the following conditions are met:

1. All conditions listed in subsection A of this section;
2. The managing agency and/or host shall appoint persons to serve as a point of contact for the Shelton police department. At least one such person must be on duty at all times at an encampment. The names of the on-duty members shall be posted daily and their contact information shall be provided to the Shelton police department;
3. The managing agency and/or host shall allow inspections of the temporary homeless encampment by Mason County public health, and shall timely implement all directives within the time period specified by Mason County public health. The managing agency and host shall immediately report to Mason County public health suspected food poisoning, unusual prevalence of fever, diarrhea, sore throat, vomiting, jaundice, productive cough, or when weight loss is a prominent symptom among occupants;
4. The managing agency and/or host shall allow inspections of the temporary homeless encampment by the city's code enforcement officers, community and economic development officials, and fire marshal. The managing agency and host shall implement all directives resulting from such inspections within forty-eight hours of notice, unless otherwise noted;

5. The managing agency and/or host shall not allow individuals with active warrants to reside in the encampment. The managing agency and/or host shall advise prospective residents that, with the assistance of the Shelton police department, warrant checks will be run. The managing agency and/or host shall take all reasonable and legal steps to obtain verifiable identification from prospective temporary homeless encampment residents;
6. The managing agency and/or host shall immediately contact the Shelton police department if someone is rejected or ejected from the temporary homeless encampment if, in the reasonable opinion of the on-duty point of contact or on-duty security staff, the rejected/ejected person is a potential threat to the safety or health of the community;
7. The managing agency and/or host shall not allow within the encampment any structure, other than tents, canopies, or other membrane structures, that is greater than two hundred square feet or provides shelter for more than nine persons without first obtaining a building permit;
8. Said encampment shall not be materially detrimental to the public welfare or injurious to the property or improvements in its vicinity;
9. The managing agency and/or host shall take all reasonable measures to minimize the possible adverse impacts that the temporary homeless encampment may have on the areas in which it is located;
10. Required minimum on-site parking for the host site's permanent/other uses shall not be either displaced by said encampment or used to meet said encampment's parking requirements, unless a shared parking agreement is executed with adjacent properties to compensate;
11. Because each temporary homeless encampment has unique characteristics, including but not limited to size, duration, uses, number of occupants, and composition, the community and economic development department shall have the authority to impose conditions to the issuance of the permit for temporary homeless encampments to mitigate effects on the community upon finding that said effects are materially detrimental to the public welfare or injurious to the property or improvements in the vicinity. Conditions, if imposed, must relate to findings by the department, and must be calculated to minimize nuisance-generating features in matters of noise, waste, air

quality, unsightliness, traffic, physical hazards, and other similar matters that the temporary homeless encampment may have on the area in which it is located;

12. Public Meeting and Notice Thereof. The host and managing agency shall participate in an informational public meeting organized by the city. Notice of the public meeting shall be mailed at least fourteen days before the meeting to (a) owners of all real property within three hundred feet of any boundary of the proposed temporary homeless encampment site; and (b) any neighborhood organization in the vicinity of said site whose contact information is known to or made known to the city. The purpose of the meeting is to provide the surrounding community with information regarding the proposed duration and operation of the temporary homeless encampment, conditions that will likely be placed on the operation of said encampment, the proposed written code of conduct, and to answer questions regarding the temporary homeless encampment; and

13. Notices required in this section shall be provided by the city on behalf of the applicant.

C. A temporary homeless encampment permit for a facility accommodating not more than thirty individuals may be permitted on vacant properties within the low-intensity mixed use (MU) or the valley commercial/residential mix (CR-V) zoning districts for up to six months when the following conditions are met:

1. All conditions listed in subsection B of this section, except that facility is not required to be located on the property of a religious organization;

2. The managing agency and host shall provide a written indemnification and hold harmless agreement stating that the city is not responsible for the actions, inactions, or omissions of the host, managing agency, or of any resident of the temporary homeless encampment. The managing agency and host shall indemnify, defend, and hold the city, its officials, officers, employees, agents, and volunteers, past and present, harmless from any and all claims of liability of any nature whatsoever for the injury to or death of any person or damage to any property, real or personal, including attorney's fees, arising out of or occasioned in any manner by reason of the following: (a) the actions, inactions or omissions of the managing agency, host, or any encampment resident; and (b) the city's lawful entry into the temporary homeless encampment to enforce this chapter;

~~3. The managing agency and/or host shall provide a certificate of liability insurance for at least one million dollars pertaining to the temporary homeless encampment and naming the city as the insured. (Ord. 1872-0715 § 1 (part), 2015)~~

20.47.050 Procedural requirements for temporary homeless encampment permit applications.

Notwithstanding any other provision in the Shelton Municipal Code, the following procedures shall apply in accepting, noticing, reviewing, and otherwise processing temporary homeless encampment permit applications:

A. Application for Temporary Homeless Encampment Permit. A minimum of sixty days prior to the anticipated start of the encampment, the managing agency and host shall submit jointly an application for a temporary homeless encampment permit to the community and economic development department. The completed application shall contain at a minimum the following information:

1. The date that the temporary homeless encampment will commence;
2. The duration of said encampment;
3. The number of residents to be accommodated on the site;
4. The host location;
5. The names of the managing agency and host, with contact information;
6. Detailed information on how the temporary homeless encampment will comply with the requirements of this chapter and the International Fire Code;
7. Copy of proposed code of conduct;
8. Permit application fee, which shall not exceed the actual cost associated with the review and approval of said application; and
9. Site plan showing at least the following:
 - a. Method and location of required screening;
 - b. Location of food and security tent;

- c. Method and location of potable water;
- d. Method and location of waste receptacles;
- e. Location of required sanitary stations including toilets and hand washing facility;
- f. Location of on-site parking and number of vehicles associated with the encampment;
- g. General location or arrangement of tents; and
- h. Access routes for emergency vehicles.

B. If the temporary homeless encampment includes tents or membrane structures in excess of two hundred square feet, or canopies in excess of four hundred square feet, permit and approval for the tent, canopy, or membrane structure shall be obtained from the fire marshal. (Ord. 1872-0715 § 1 (part), 2015)

20.47.080 Enforcement.

A. ~~Temporary homeless~~ Homeless encampments without a valid permit under this chapter are prohibited. Any entity that allows such a nonpermitted encampment on its property, as well as the encampment and its residents, are subject to abatement ~~punishment~~ under Chapters [8.70](#), [17.08](#), and [20.56](#), and as otherwise provided by law, ~~and are subject to abatement, criminal prosecution, injunctive relief, and other forms of relief which the city may seek.~~

B. Violations of this chapter are punishable under Chapters [8.70](#), [17.08](#), and [20.56](#), and as otherwise provided by law, ~~and are subject to abatement, criminal prosecution, injunctive relief, and other forms of relief which the city may seek.~~

20.47.090 Revocation.

A. The city may revoke a temporary homeless encampment permit for any violation of this chapter or of the conditions of the temporary homeless encampment permit where such violation is:

1. Not cured following notice from the city and an opportunity to cure such violations;
2. Intentionally or knowingly committed by the managing agency or host; or
3. So severe as to substantially threaten public health and safety.

B. Upon revocation of the temporary shelter encampment permit, all residents of the encampment must vacate the premises within forty-eight hours of revocation. The host shall be required to remove all physical evidences of the use and to restore or replant any required vegetation within one week of revocation.

C. Appeal of the city's decision to revoke a temporary homeless encampment permit shall be made pursuant to Chapter [17.08](#). (Ord. 1872-0715 § 1 (part), 2015)

20.47.100 Safe Parking Events.

This Chapter does not limit the ability of religious community organizations to host safe parking events in on-site parking lots, provided that:

A. No less than one space may be devoted to safe parking per ten on-site parking spaces;

B. Restroom access must be provided either within the buildings on the property or through use of portable facilities, with the provision for proper disposal of waste if recreational vehicles are hosted; and

C. The religious community organization must continue to abide by any existing on-site parking minimum requirement so that the provision of safe parking spaces does not reduce the total number of available parking spaces below the minimum number of spaces required by the city.

~~20.47.100 Conflict.~~

~~In the event that there is a conflict between the provisions of this chapter and any other city ordinance, the provisions of this chapter shall control. (Ord. 1872-0715 § 1 (part), 2015)~~

~~20.47.110 No intent to create protected/benefited class.~~

~~A. This chapter is intended to promote the health, safety and welfare of the general public. Nothing contained in this chapter is intended to be nor shall be construed to create or otherwise establish any particular class or group of persons who will or should be especially protected or benefited by the provisions in this chapter.~~

~~B. This chapter is not intended to be, nor shall be, construed to create any basis for liability on the part of the city, its officials, officers, employees or agents for any injury or damage that an individual, class or group may claim arises from any action or inaction on the part of the city, its officials, officers, employees or agents.~~

~~C. Nothing contained in this chapter is intended to, nor shall be construed to, impose upon the city any duty that can become the basis of a legal action for injury or damage. (Ord. 1872-0715 § 1 (part), 2015)~~

Section 2. Chapter 8.70 of the Shelton Municipal Code is amended to read as follows.

8.70.010 Public nuisances.

A. Public Nuisances Defined. A public nuisance is a thing, act, omission to act, occupation, or use of property which shall unreasonably annoy, injure or endanger the safety, health, comfort or repose of the public; or shall unlawfully interfere with, obstruct or render dangerous for public use a public park, square, street, alley or highway; or shall render the public insecure in life or in use of property. Public nuisances include, but are not limited to, the following:

1. Ponds or pools of stagnant water;
2. Carcasses of animals not buried or destroyed within twenty-four hours after death;
3. Garbage cans which are not fly- and water-tight, or are left open to the elements;
4. Dense smoke, noxious fumes, gas and soot, or cinders, in unreasonable quantities;
5. All nuisance vegetation, including: dead, diseased, infested or dying trees; any tree, shrub or foliage which is apt to damage or impair streets, sidewalks, sewers, utilities or other public improvements or impede visibility on public rights-of-way; vines or climbing plants growing into or over any appliance or facility provided for fire protection purposes;
6. The existence of any trash, spilled garbage, waste, accumulation of lawn or yard trimmings or other offensive matter, except in a controlled compost process;
7. Any litter, unless it is kept in approved covered bins or galvanized receptacles;
8. All buildings, walls and other structures which have been damaged by fire, decay or otherwise so as to endanger the safety of the public;
9. All places, other than those zoned and licensed as wrecking yards or repair shops, used or maintained for the storage of unlicensed vehicles or for wrecking or disassembling of vehicles or machinery of any kind; or storage of any parts thereof except within an enclosed garage or building. For the purposes of this chapter, all vehicles not bearing a current vehicle license within ninety days of the beginning of any license year shall be deemed unlicensed, and the restrictions in this chapter shall not apply to any resident repairing a licensed vehicle registered in his name; provided, no more than one vehicle may be under repair at a time within the front yard, and during such time all body and

mechanical parts and tools shall be stored in a neat and orderly manner not in public view;

10. Highly flammable or explosive liquids, solids or gases unless stored in bulk above ground. Tanks or drums of fuel directly connected with heating devices or appliances located on the same lot as the tanks or drums of fuel are excluded from this provision;

11. Outdoor storage of fuel containers and construction materials unless screened from view of the adjacent property by a fence, greenbelt or wall. Construction materials stored outside for up to sixty days as part of an active construction project are excluded from this provision;

12. Any marijuana business, facility or operation that does not have a state license pursuant to RCW Title [69](#). This includes, but is not limited to, any marijuana production, processing, retail, or research business, facility, or operation;

13. Growing, keeping, processing, and/or producing marijuana in a manner that is not in compliance with RCW Title [69](#) or Chapter [314-55](#) WAC, including, but not limited to, activities prohibited by RCW [69.51A.260](#), such as growing more than the authorized number of plants or engaging in an aforementioned activity in a manner that can be readily seen by normal unaided vision or readily smelled from a public place or the private property of another;

14. Odors detected beyond the premises of the building of a marijuana producer or processor, even if the facility is operating under an approved ventilation plan;

15. Any medical marijuana cooperatives, as established in RCW [69.51A.250](#), notwithstanding a state license or other recognition pursuant to RCW Title [69](#).

16. Camping or encampments that lack sufficient sanitation facilities, or that result in visible, dangerous, or unsanitary accumulation of camping paraphernalia, abandoned belongings, garbage, and/or human waste.

B. Nuisance Abatement. Nuisances shall be a misdemeanor, which may be charged against the property owner, occupant, or other person responsible for the nuisance. Prior to charging a misdemeanor, the person(s) responsible for the nuisance shall be given notice and a reasonable opportunity to abate the nuisance. ~~Class 1 civil infractions under Chapter [7.80](#) RCW.~~

C. Nuisances may be abated by the City consistent with RCW 35.21.955. Abatement by the City shall result in cleanup costs being recorded as a tax and property lien against the property. Following a nuisance abatement, the City may immediately dispose of any belongings, objects, or substances that are dangerous, toxic, obviously trash, or broken beyond repair. The City shall store useable personal property for purposes of reclaiming for 60 days.

~~C. If the same violator has been found, in any court of competent jurisdiction, to have previously committed an infraction for the same or similar conduct three or more separate times, with the infraction violations occurring at the same location and involving the same or similar sections of the code, the violator shall be charged with a misdemeanor. For the purposes hereof, it shall be prima facie evidence that the same violator has previously been found to have committed any infraction if a certified copy of the judgment, docket or other court document showing that such violation was found committed is filed with the court.~~

~~D. The provisions of Chapter 7.80 RCW are incorporated by reference, except as modified in this chapter.~~

~~ED.~~ Prior to, in lieu of, or in conjunction with other remedies~~issuing civil infractions~~ for nuisances, the city may enter into voluntary correction agreements with a violator. Such voluntary correction agreements shall set forth a reasonable period of time for the violator to abate the nuisance, and may give the city permission to enter the property and abate the nuisance if voluntary abatement does not occur.

ORDINANCE NO. 1987-0422

AN ORDINANCE OF THE CITY OF SHELTON, WASHINGTON, AMENDING CHAPTERS 20.47.010 AND 8.70 OF THE SHELTON MUNICIPAL CODE, RELATED TO CAMPING ON PRIVATE PROPERTY

WHEREAS, camping overnight on private property not specifically designated for camping, which lack adequate sanitation facilities and public safety measures, creates a danger to public health, welfare, and safety; and

WHEREAS, the Shelton City Council wishes to prohibit overnight camping when such activity creates a public nuisance; and

WHEREAS, the City Council wishes to adopt provisions concerning abatement of camping activities and paraphernalia that create a public nuisance; and

WHEREAS, the City Council wishes to amend its existing code provisions concerning encampments hosted by community organizations.

Section 1. Chapter 20.47.010 of the Shelton Municipal Code shall be retitled “Camping on Private Property” and amended as follows.

20.47.010 Definitions.

The following definitions shall apply to temporary homeless encampment permits and this chapter:

- A. “Camping” or “camp” means erecting a tent or other shelter, arranging bedding, or residing in a motor vehicle, for the purpose of, or in such a manner as will permit persons, remaining overnight.
- B. “Host” means a local community organization that hosts a temporary homeless encampment on its property; has an agreement with a managing agency to provide basic services and support for the residents of a temporary homeless encampment; acts as liaison with the surrounding community; and joins with the managing agency in an application for a temporary homeless encampment permit. A host may be the same entity as the managing agency.

C. “Managing agency” means an organization or property owner that is responsible for organizing and managing a temporary homeless encampment. A managing agency may be the same entity as the host.

C. “Temporary homeless encampment” means a transient or interim gathering or community residing out of doors on the property of a community organization with services provided and supervised by a managing agency and host. A temporary homeless encampment is comprised of temporary enclosures (tents and other forms of portable shelter that are not permanently attached to the ground), which may include common areas designed to provide food, living and sanitary services to occupants of the encampment.

D. “Community organization” means social work concentrating upon the organized development of community social welfare through coordination of public and private agencies.

E. The International Fire Code definitions of “tent,” “canopy,” and “membrane structure” are incorporated by reference into this chapter.

F. “Extended family” means one or two adults and their children, being relatives of one adult resident/host, limited to siblings and their spouses, children of siblings, parents, grandparents, children, and grandchildren.

20.47.020 Prohibited acts. Homeless encampments that are not authorized by this Chapter, or that violate the terms of their permits, are prohibited and subject to enforcement action per Chapters 8.70, 17.08, and 20.56 SMC, and as otherwise provided by law, and are subject to abatement, criminal prosecution, injunctive relief, and other forms of relief which the city may seek. Any camping on private property that creates a public nuisance, as defined by Chap. 8.70 SMC, is prohibited and subject to abatement under Chapters 8.70, 17.08, and 20.56 SMC.

20.47.030 Temporary homeless encampments host permit.

A temporary homeless encampment host permit shall be required for temporary homeless encampment in the city. Temporary homeless encampments are eligible to be permitted as a secondary use in any zone. Establishing a temporary homeless encampment contrary to the provisions of this chapter is prohibited.

20.47.030 Standards.

The following standards shall apply for processing applications for and approving temporary homeless encampments:

A. A temporary homeless encampment permit for a facility accommodating not more than six individuals, or not more than two extended families comprised of not greater than twelve persons, is allowed outright when the following conditions are met:

1. The facility is located on the property of a community organization.
2. No part of a temporary homeless encampment shall encroach on setbacks between properties, or into a critical area or critical area buffer.
3. Visual screening from the neighboring properties is required around the perimeter of the temporary homeless encampment, and must meet the screening requirements of Section [20.40.040](#)(E)(1).
4. Exterior lighting must be directed downward and contained within the temporary homeless encampment.
5. Children under eighteen that are unaccompanied by a parent or guardian are not allowed in the temporary homeless encampment.
6. The host shall provide and enforce within said encampment a written code of conduct, which not only provides for the health, safety, and welfare of the temporary homeless encampment residents, but also mitigates impacts to neighbors and the community. The code of conduct shall, at a minimum, prohibit:
 - a. Possession or use of firearms, and/or illegal drugs;
 - b. Violence;
 - c. Open flames within tents;
 - d. Trespassing on private property in the surrounding neighborhood;
 - e. Littering in the temporary homeless encampment site or the surrounding neighborhood.
7. The host and temporary homeless encampment residents shall comply with applicable state statutes and regulations and local ordinances concerning, but not limited to, drinking water connections, solid waste disposal, human waste, outdoor fire or burning, electrical systems, and fire-resistant materials.

8. The host shall provide access to restroom facilities available twenty-four hours a day, access to kitchen facilities for three hours per day, and access to shower facilities at least two times per week. In addition, the host shall ensure there is at all times an adequate source of water for both sanitation and drinking.

9. The host shall provide a contact to the city and resident who is responsible for ensuring the required standards are met, enforcing camp code of conduct requirements, assisting with rule-making for residents, and providing residents with information regarding available social services.

B. A temporary homeless encampment permit for a facility accommodating not more than thirty individuals may be permitted administratively for up to seven months, with the option to apply for an extension for an additional seven months, when the following conditions are met:

1. All conditions listed in subsection A of this section;
2. The managing agency and/or host shall appoint persons to serve as a point of contact for the Shelton police department. At least one such person must be on duty at all times at an encampment. The names of the on-duty members shall be posted daily, and their contact information shall be provided to the Shelton police department;
3. The managing agency and/or host shall allow inspections of the temporary homeless encampment by Mason County public health, and shall timely implement all directives within the time period specified by Mason County public health. The managing agency and host shall immediately report to Mason County public health suspected food poisoning, unusual prevalence of fever, diarrhea, sore throat, vomiting, jaundice, productive cough, or when weight loss is a prominent symptom among occupants;
4. The managing agency and/or host shall allow inspections of the temporary homeless encampment by the city's code enforcement officers, community and economic development officials, and fire marshal. The managing agency and host shall implement all directives resulting from such inspections within forty-eight hours of notice, unless otherwise noted;
5. The managing agency and/or host shall not allow individuals with active warrants to reside in the encampment. The managing agency and/or host shall advise prospective residents that, with the assistance of the Shelton police department, warrant checks will be run. The managing agency and/or host shall take all reasonable and legal steps to

obtain verifiable identification from prospective temporary homeless encampment residents;

6. The managing agency and/or host shall immediately contact the Shelton police department if someone is rejected or ejected from the temporary homeless encampment if, in the reasonable opinion of the on-duty point of contact or on-duty security staff, the rejected/ejected person is a potential threat to the safety or health of the community;

7. The managing agency and/or host shall not allow within the encampment any structure, other than tents, canopies, or other membrane structures, that is greater than two hundred square feet or provides shelter for more than nine persons without first obtaining a building permit;

8. Said encampment shall not be materially detrimental to the public welfare or injurious to the property or improvements in its vicinity;

9. The managing agency and/or host shall take all reasonable measures to minimize the possible adverse impacts that the temporary homeless encampment may have on the areas in which it is located;

10. Required minimum on-site parking for the host site's permanent/other uses shall not be either displaced by said encampment or used to meet said encampment's parking requirements, unless a shared parking agreement is executed with adjacent properties to compensate;

11. Because each temporary homeless encampment has unique characteristics, including but not limited to size, duration, uses, number of occupants, and composition, the community and economic development department shall have the authority to impose conditions to the issuance of the permit for temporary homeless encampments to mitigate effects on the community upon finding that said effects are materially detrimental to the public welfare or injurious to the property or improvements in the vicinity. Conditions, if imposed, must relate to findings by the department, and must be calculated to minimize nuisance-generating features in matters of noise, waste, air quality, unsightliness, traffic, physical hazards, and other similar matters that the temporary homeless encampment may have on the area in which it is located;

12. Public Meeting and Notice Thereof. The host and managing agency shall participate in an informational public meeting organized by the city. Notice of the public meeting

shall be mailed at least fourteen days before the meeting to (a) owners of all real property within three hundred feet of any boundary of the proposed temporary homeless encampment site; and (b) any neighborhood organization in the vicinity of said site whose contact information is known to or made known to the city. The purpose of the meeting is to provide the surrounding community with information regarding the proposed duration and operation of the temporary homeless encampment, conditions that will likely be placed on the operation of said encampment, the proposed written code of conduct, and to answer questions regarding the temporary homeless encampment; and

13. Notices required in this section shall be provided by the city on behalf of the applicant.

20.47.050 Procedural requirements for temporary homeless encampment permit applications.

Notwithstanding any other provision in the Shelton Municipal Code, the following procedures shall apply in accepting, noticing, reviewing, and otherwise processing temporary homeless encampment permit applications:

A. Application for Temporary Homeless Encampment Permit. A minimum of sixty days prior to the anticipated start of the encampment, the managing agency and host shall submit jointly an application for a temporary homeless encampment permit to the community and economic development department. The completed application shall contain at a minimum the following information:

1. The date that the temporary homeless encampment will commence;
2. The duration of said encampment;
3. The number of residents to be accommodated on the site;
4. The host location;
5. The names of the managing agency and host, with contact information;
6. Detailed information on how the temporary homeless encampment will comply with the requirements of this chapter and the International Fire Code;
7. Copy of proposed code of conduct;

8. Permit application fee, which shall not exceed the actual cost associated with the review and approval of said application; and

9. Site plan showing at least the following:

- a. Method and location of required screening;
- b. Location of food and security tent;
- c. Method and location of potable water;
- d. Method and location of waste receptacles;
- e. Location of required sanitary stations including toilets and hand washing facility;
- f. Location of on-site parking and number of vehicles associated with the encampment;
- g. General location or arrangement of tents; and
- h. Access routes for emergency vehicles.

B. If the temporary homeless encampment includes tents or membrane structures in excess of two hundred square feet, or canopies in excess of four hundred square feet, permit and approval for the tent, canopy, or membrane structure shall be obtained from the fire marshal. (Ord. 1872-0715 § 1 (part), 2015)

20.47.080 Enforcement.

A. Homeless encampments without a valid permit under this chapter are prohibited. Any entity that allows such a nonpermitted encampment on its property, as well as the encampment and its residents, are subject to abatement under Chapters [8.70](#), [17.08](#), and [20.56](#), and as otherwise provided by law.

B. Violations of this chapter are punishable under Chapters [8.70](#), [17.08](#), and [20.56](#), and as otherwise provided by law.

20.47.090 Revocation.

A. The city may revoke a temporary homeless encampment permit for any violation of this chapter or of the conditions of the temporary homeless encampment permit where such violation is:

1. Not cured following notice from the city and an opportunity to cure such violations;
2. Intentionally or knowingly committed by the managing agency or host; or
3. So severe as to substantially threaten public health and safety.

B. Upon revocation of the temporary shelter encampment permit, all residents of the encampment must vacate the premises within forty-eight hours of revocation. The host shall be required to remove all physical evidences of the use and to restore or replant any required vegetation within one week of revocation.

C. Appeal of the city's decision to revoke a temporary homeless encampment permit shall be made pursuant to Chapter [17.08](#). (Ord. 1872-0715 § 1 (part), 2015)

20.47.100 Safe Parking Events.

This Chapter does not limit the ability of ~~religious~~ community organizations to host safe parking events in on-site parking lots, provided that:

- A. No less than one space may be devoted to safe parking per ten on-site parking spaces;
- B. Restroom access must be provided either within the buildings on the property or through use of portable facilities, with the provision for proper disposal of waste if recreational vehicles are hosted; and
- C. The ~~religious~~ community organization must continue to abide by any existing on-site parking minimum requirement so that the provision of safe parking spaces does not reduce the total number of available parking spaces below the minimum number of spaces required by the city.

Section 2. Chapter 8.70 of the Shelton Municipal Code is amended to read as follows.

8.70.010 Public nuisances.

A. Public Nuisances Defined. A public nuisance is a thing, act, omission to act, occupation, or use of property which shall unreasonably annoy, injure, or endanger the safety, health, comfort, or repose of the public; or shall unlawfully interfere with, obstruct, or render dangerous for public use a public park, square, street, alley, or highway; or shall render the public insecure in life or in use of property. Public nuisances include, but are not limited to, the following:

1. Ponds or pools of stagnant water;
2. Carcasses of animals not buried or destroyed within twenty-four hours after death;

3. Garbage cans which are not fly- and water-tight, or are left open to the elements;
4. Dense smoke, noxious fumes, gas and soot, or cinders, in unreasonable quantities;
5. All nuisance vegetation, including: dead, diseased, infested or dying trees; any tree, shrub or foliage which is apt to damage or impair streets, sidewalks, sewers, utilities, or other public improvements or impede visibility on public rights-of-way; vines or climbing plants growing into or over any appliance or facility provided for fire protection purposes;
6. The existence of any trash, spilled garbage, waste, accumulation of lawn or yard trimmings or other offensive matter, except in a controlled compost process;
7. Any litter, unless it is kept in approved covered bins or galvanized receptacles;
8. All buildings, walls and other structures which have been damaged by fire, decay or otherwise so as to endanger the safety of the public;
9. All places, other than those zoned and licensed as wrecking yards or repair shops, used, or maintained for the storage of unlicensed vehicles or for wrecking or disassembling of vehicles or machinery of any kind; or storage of any parts thereof except within an enclosed garage or building. For the purposes of this chapter, all vehicles not bearing a current vehicle license within ninety days of the beginning of any license year shall be deemed unlicensed, and the restrictions in this chapter shall not apply to any resident repairing a licensed vehicle registered in his name; provided, no more than one vehicle may be under repair at a time within the front yard, and during such time all body and mechanical parts and tools shall be stored in a neat and orderly manner not in public view;
10. Highly flammable or explosive liquids, solids or gases unless stored in bulk above ground. Tanks or drums of fuel directly connected with heating devices or appliances located on the same lot as the tanks or drums of fuel are excluded from this provision;
11. Outdoor storage of fuel containers and construction materials unless screened from view of the adjacent property by a fence, greenbelt, or wall. Construction materials stored outside for up to sixty days as part of an active construction project are excluded from this provision;

12. Any marijuana business, facility or operation that does not have a state license pursuant to RCW Title [69](#). This includes, but is not limited to, any marijuana production, processing, retail, or research business, facility, or operation;

13. Growing, keeping, processing, and/or producing marijuana in a manner that is not in compliance with RCW Title [69](#) or Chapter [314-55](#) WAC, including, but not limited to, activities prohibited by RCW [69.51A.260](#), such as growing more than the authorized number of plants or engaging in an aforementioned activity in a manner that can be readily seen by normal unaided vision or readily smelled from a public place or the private property of another;

14. Odors detected beyond the premises of the building of a marijuana producer or processor, even if the facility is operating under an approved ventilation plan;

15. Any medical marijuana cooperatives, as established in RCW [69.51A.250](#), notwithstanding a state license or other recognition pursuant to RCW Title [69](#).

16. Camping or encampments that lack sufficient sanitation facilities, or that result in visible, dangerous, or unsanitary accumulation of camping paraphernalia, abandoned belongings, garbage, and/or human waste.

B. Nuisance Abatement. Nuisances shall be a misdemeanor, which may be charged against the property owner, occupant, or other person responsible for the nuisance. Prior to charging a misdemeanor, the person(s) responsible for the nuisance shall be given notice and a reasonable opportunity to abate the nuisance.

C. Nuisances may be abated by the City consistent with RCW 35.21.955. Abatement by the City shall result in cleanup costs being recorded as a tax and property lien against the property. Following a nuisance abatement, the City may immediately dispose of any belongings, objects, or substances that are dangerous, toxic, obviously trash, or broken beyond repair. The City shall store useable personal property for purposes of reclaiming for 60 days.

D. Prior to, in lieu of, or in conjunction with other remedies for nuisances, the city may enter into voluntary correction agreements with a violator. Such voluntary correction agreements shall set forth a reasonable period of time for the violator to abate the nuisance and may give the city permission to enter the property and abate the nuisance if voluntary abatement does not occur.



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item E2)

Touch Date: 07/05/2022
Brief Date: 07/19/2022
Action Date: 08/02/2022

Department: Community Development Department
Presented By: Jason Dose, Senior Planner

APPROVED FOR COUNCIL PACKET:

ROUTE TO:

☐ Dept. Head

☐ Finance Director

☐ Attorney

☒ City Clerk

☐ City Manager

REVIEWED:

Community
Development

PROGRAM/PROJECT TITLE:

Shelton School District Mountain View
Elementary School Portable
Classrooms Special Use Permit
Approval

Action Requested:

☐

Ordinance

☒

Resolution

☒

Motion

☐

Other

ATTACHMENTS:

- 1) Resolution No. 1241-0622
- 2) Hearings Examiner recommendation to Shelton City Council
- 3) Staff Report (& 3a Attachment to staff report) sent to Hearings Examiner for 5/16/22 Public Hearing

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

Shelton School District Number 309 applied for Land Use Permitting (Site Plan Review and Special Use Permit) through the City of Shelton Community Development Department for placement of two 28' by 64' modular classrooms at their Mountain View Elementary site. The Mountain View Elementary School facilities lie within zone 6 of the City's identified Airport Overlay Zones, as codified in Chapter 20.70 of the Shelton Municipal Code. Given this, a Special Use Permit is required to be awarded for the District to expand what Chapter 20.70 of the Shelton Municipal Code (Airport Overlay Zones and Regulations) identifies as an existing "Special Function Land Use".

On May 16, 2022 the City of Shelton Hearings Examiner held a public hearing to consider the School Districts request for a Special Use Permit to allow for the construction of two 1,750 square foot portable classrooms to the east of the existing Mountain View School, just south of the existing Bus "loop". The intent of the classrooms is to provide additional classroom space to house their expanding student body. The project is described in detail and proposed project plans are included in the attached staff report written for the hearing's examiner (see attachment 3 and 3a). City staff recommended approval of the proposal to the Hearings Examiner subject to 5 conditions in the staff report. The hearings examiner, in turn, was tasked with considering the proposal, and making a recommendation to the City Council. The Hearings Examiners recommendation to the City Council is attached to this report (see attachment 2). The recommendation is for Council approval of the proposal subject to those same 5 conditions.

ANALYSIS/OPTIONS/ALTERNATIVES:

The City of Shelton Hearings Examiner's recommendation relative to the request is included to this report as Attachment 2. The recommendation finds that the proposal is consistent with the City of Shelton Municipal Code and the City of Shelton Comprehensive Plan and recommends that the City Council

approve the proposal subject to 5 conditions.

Pursuant to Section 20.46.060B of the Shelton Municipal Code the City Council "...shall then consider these recommendations at a regular commission meeting....." and that if the City Council decides to approve the request "...it shall be done so in resolution form delineating specifically what is approved and any conditions thereof."

The Municipal Code also stipulates the standards the Hearings Examiner and/or Council should consider when granting a Special Use Permit. To that end, Section 20.46.070 of the Shelton Municipal Code reads as follows:

"20.46.070 Standards for granting special use permits.

The hearings examiner and city commission shall be guided by the following standards and provisions in granting a special use permit:

- A. The use requested by the special use permit shall be within the intent of this title, the comprehensive plan, and the public interest.*
- B. The use requested by the special use permit shall demonstrate that it is consistent with any performance standards applicable to the district in which it is to be placed.*
- C. The use requested by the special use permit shall be made on the basis of site plans submitted pursuant to Section 20.46.040(D). If the improvements are to be made over a period greater than two years, the time of improvements shall be indicated. (Ord. 1697-0407 § 1 (part), 2007; Ord. 1310-191 § 2 (part), 1991; Ord. 987 § 7.07, 1979)"*

The Hearings Examiners Recommendation to the City Council as well as the attached staff report to the Hearings Examiner speaks to the standards for granting special use permits and, provided the Commission agrees with the findings/discussion contained in those documents, the Council is well within their power to grant the request.

BUDGET/FISCAL INFORMATION:

The applicant paid appropriate permit application fees to compensate staff for time spent on the proposal.

PUBLIC INFORMATION REQUIREMENTS:

All required channels were followed for public noticing for the public hearing for the proposal.

STAFF RECOMMENDATION/MOTION:

Staff recommends "I move to concur with the Hearings Examiner's recommendation for approval of the project and place the item on the Council's August 2, 2022 Action Agenda to authorize the Mayor to sign Resolution No. 1241-0622 certifying Council approval".

RESOLUTION NO. 1241-0622

**A RESOLUTION OF THE CITY OF SHELTON COUNCIL CONCURRING WITH THE
HEARINGS EXAMINER’S RECOMMENDATION REGARDING SPECIAL USE
PERMIT 01-22, AN APPLICATION BY THE SHELTON SCHOOL DISTRICT TO ADD
TWO PORTABLE CLASSROOM BUILDINGS WITHIN ZONE 6 OF THE
AIRPORT OVERLAY ZONE.**

WHEREAS, the Shelton School District applied for Land Use Permitting through the City of Shelton; and,

WHEREAS, the proposed project would expand the footprint/use at the Mountain View Elementary School Campus, a “Special Function Land Use” as identified in Chapter 20.70 (Airport Overlay Regulations) of the Shelton Municipal Code; and,

WHEREAS, Chapter 20.70 of the Shelton Municipal Code codifies the City’s Regulations pertaining to the consideration for expansion of Special Function Land Uses within airport overly zones; and,

WHEREAS, pursuant to Chapters 20.70 and 20.46 of the Shelton Municipal Code the City of Shelton Hearings Examiner presided over a public hearing for Special Use Permit to consider the addition to the Mountain View Elementary School Campus on May 23, 2022; and,

WHEREAS, pursuant to the findings required for Special Use Permits found in Chapter 20.46 of the Shelton Municipal Code the Hearings Examiner for the City of Shelton recommends that the City Council approve the proposal subject to the five conditions contained in his recommendation.

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby approves the Special Use Permit for expansion of Mountain View Elementary School by allowing for the placement of two additional portable classroom buildings subject to the Findings, Conclusions, and Conditions found in the City of Shelton Hearing’s Examiners recommendation dated June 7, 2022.

INTRODUCED AND PASSED by the City Council of the City of Shelton on this 2nd day of August 2022.

ATTEST:

Mayor Onisko

City Clerk Nault

**BEFORE THE HEARINGS EXAMINER
FOR THE CITY OF SHELTON**

In the Matter of the Application of)	Nos. SPR 01-22 and SUP 01-22
)	
Raymond Mow, Erickson McGovern)	Mountain View Elementary School
Architects, on behalf of)	Portable Classroom Placement
Shelton School District Number 309)	
)	
)	
For a Special Use Permit and)	FINDINGS, CONCLUSIONS,
<u>Site Plan Review</u>)	AND RECOMMENDATION

SUMMARY OF RECOMMENDATION

The Hearings Examiner recommends that the Shelton City Council **APPROVE** the request for a special use permit, and for site plan review approval, to allow for the demolition of an existing playground/play area and the installation, in its place, of two single-story 28-foot by 64-foot modular classrooms with ADA compliant access ramps and stairways, at the Mountain View Elementary School campus, located at 534 East K Street. Conditions are necessary to address specific impacts of the proposed project.

SUMMARY OF RECORD

Hearing Date:

The Hearings Examiner held an open record hearing on the request on May 23, 2022, using remote access technology.

Testimony:

The following individuals presented testimony under oath at the open record hearing:

Jason Dose, City Senior Planner

Robert Herron, Shelton School District Director of Facilities Management and Construction

Exhibits:

The following exhibits were admitted into the record:

1. Site Plan Review Application, dated November 10, 2021
2. Plan Set (10 Sheets), dated November 10, 2021
3. Staff Report, dated May 16, 2022

The Hearings Examiner enters the following findings and conclusions based upon the testimony and exhibits admitted at the open record hearing:

*Findings, Conclusions, and Recommendation
City of Shelton Hearings Examiner
Mountain View Elementary School Portable Classroom Placement
Nos. SPR 01-22; SUP 01-22*

FINDINGS

Application and Notice

1. Raymond Mow, of Erickson McGovern Architects, on behalf of Shelton School District Number 309 (Applicant), requests a special use permit (SUP) and site plan review approval to allow for the demolition of an existing playground/play area associated with Mountain View Elementary School and to install in its place two single-story 28-foot by 64-foot modular classrooms with ADA compliant access ramps and stairways. The proposed modular classroom structures would be sided with faux wood paneling and would have metal doorways. The structures would not be served by water or sewer. The property is located at 534 East K Street.¹ *Exhibit 1; Exhibit 2; Exhibit 3, Staff Report, pages 1 and 3.*
2. The City of Shelton (City) determined that the application was complete on October 10, 2021. On May 6, 2022, the City mailed notice of the application and associated open record hearing to property owners within 300 feet of the subject property. On May 9, 2022, the City emailed notice of the application and hearing to the Port of Shelton. Notice of the application and hearing was posted on-site the next day. On May 12 and 19, 2022, the City published notice of the application and hearing in the *Shelton Journal*. The City's notice materials stated that comments on the proposal should be submitted by May 20, 2022, or presented at the open record hearing. The City did not receive any comments on the proposal in response to its notice materials. *Exhibit 3, Staff Report, pages 1 and 2.*

State Environmental Policy Act

3. The City determined that the proposal is categorically exempt from review under the State Environmental Policy Act (SEPA), Chapter 43.21C Revised Code of Washington (RCW), in accordance with Washington Administrative Code (WAC) 197-11-800(1)(b)(iv). WAC 197-11-800(1)(b)(iv) provides that construction of an office, school, commercial, recreational, service or storage building with 4,000 square feet of gross floor area, and with associated parking facilities designed for twenty automobiles, is exempt from SEPA review. *Exhibit 3, Staff Report, page 1.*

Existing Site and Project Background

4. The project site is in the Mountain View area of the city, located to the north of East K Street, east of Laurel Street, south of the existing Bonneville Power Lines and associated easements, and to the west of the existing Olympic Middle School. The site is developed with a new two-story 55,000 square foot Mountain View Elementary School building, which was constructed in 2019 to replace the former elementary school facility as part of a \$64.7 million school district bond measure approved by district voters on February 14, 2017. The school building replacement project included a new playground, landscaping,

¹ The property is identified by Mason County Assessor's Tax Account No. 42012-41-60000. *Exhibit 3, Staff Report, page 1.*

stormwater improvements, and bus access area shared with the adjacent Olympic Middle School facility, as well as an expanded parking area with 131 parking spaces and increased vehicle drop-off and pick-up queuing space. A portion of the former elementary school still exists at the site but is used primarily for storage. The current proposal is necessitated by an increase in student enrollment. Properties to the west and south of the site are primarily developed with single-family residences. Property to the north contains the main Bonneville Power Administration transmission towers serving the entire Olympic Peninsula. The space under and adjacent to the towers are encumbered by easements and are generally maintained in a low-growing vegetative state. Property to the east is developed with the Olympic Middle School. *Exhibit 2; Exhibit 3, Staff Report, pages 2 and 3.*

Comprehensive Plan and Zoning

5. The subject property is designated “Medical/Educational District” under the City Comprehensive Plan. The purpose of the Medical/Educational District is to:
provide for the recognition of parcels and facilities currently in use, or planned for, where the primary function is to provide services including public and private educational institutions as well as public and private health care facilities. This District is intended to provide high levels of pedestrian and transit-oriented service and a safe, pleasant environment for education and health care.

Comprehensive Plan, page II-9.

City staff identified the following Comprehensive Plan goals and policies as relevant to the proposal:

- “Concentrate medical and education facilities in the Medical/Educational District.” [Goal LU16].
- “New medical and educational facilities should be directed to the Medical/Educational District.” [Policy LU16a].

Exhibit 3, Staff Report, page 4.

6. City staff reviewed the proposal and determined that it would be consistent with the goals and policies of the Comprehensive Plan, noting:
 - The Comprehensive Plan envisions existing and new school facilities to be located within the Medical/Educational District and encourages campus style development such as that proposed by the Applicant.
 - The proposal would be consistent with several other Comprehensive Plan goals and policies related to traffic circulation, utilities, and neighborhood compatibility through the intelligent and thoughtful design for a larger and better functioning school while incrementally reducing traffic impacts by providing expanded parking opportunities and a new bus loop between Mountain View Elementary School and Olympic Middle School. In addition, the City has recently completed

major upgrades to East K Street through a complete reconstruction of the entire section that included comprehensive storm drainage facilities and pedestrian facilities.

Exhibit 3, Staff Report, page 4.

7. The subject property is zoned “Medical/Educational District” (ME). The stated intent of the ME zone is identical to the stated intent of the corresponding Medical/Educational District land use designation, noted above. *Shelton Municipal Code (SMC) 20.22.010*. School uses are allowed outright in the ME zoning district. *SMC Table 20.06.030.B*. The ME zone requires a minimum front yard setback of 10 feet, minimum side yard setbacks of 5 feet or 10 feet from an adjoining right-of-way, and a minimum rear yard setback of 10 feet. *SMC Table 20.06.030.A*. The proposed portable classroom structures would be set back behind the existing structures on the site (34 feet to the north of the existing former school structure and 22 feet to the east of the existing new school building), over 300 feet to the nearest side yard property line, and over 240 feet from the rear yard property line, in compliance with the applicable minimum setback requirements. The proposed structures would be 12 feet tall, well under the 35-foot maximum building height for the ME Zone. The proposed structures would require a minimum of one off-street parking space per employee plus one space per classroom. *SMC 20.40.100*. City staff reviewed the proposal and determined that it would comply with applicable off-street parking requirements, noting that 131 off-street parking spaces currently exist on the site, which exceeds the 94 parking spaces required for the entire school based on 42 employees and the number of existing and proposed classrooms. *Exhibit 2; Exhibit 3, Staff Report, page 5*.
8. The property is located approximately one mile to the southwest of Sanderson Field, a designated regional, public use, and general aviation airport operated by the Port of Shelton. The property is within the far southeast portion of Airport Overlay Zone Number 6 (Traffic Pattern Zone). The Traffic Pattern Zone is an area that can expect regular airport overflight traffic from aircraft entering or exiting Sanderson Field airspace. New special function land uses², including K through 12 schools, are prohibited in the Traffic Pattern Zone. *SMC 20.70.060.C*. The expansion of an existing special function land use, however, is allowed in the Traffic Pattern Zone with a special use permit. *SMC 20.70.060.C*. Development projects within the City’s airport overlay zones are required to comply with the airspace protection areas height limitations under BMC 20.70.070. The Applicant provided an airspace protection areas evaluation for the previous construction of the new two-story school building, which determined that the highest point of the two-story structure would be nearly 200 feet below the maximum

² *Special function land use* means “land use for which the significant common element is the relative inability of the people occupying the space to move out of harm’s way; this includes schools (K-12), hospitals, nursing homes, day care centers, and other similar use involving occupants that require personal assistance in vacating the premises. *SMC 20.70.040.F*.”

height level allowed. In addition, City staff notes that the adjacent Bonneville Power main-line towers exceed the height of any existing or proposed structure on the property by approximately 70 feet. Because the existing two-story school structure on the property and adjacent towers would be significantly taller than the proposed single-story modular classroom structures, City staff did not request the Applicant to submit an additional airspace protection areas analysis for the proposed modular classroom structures. City staff also reviewed the proposal against other considerations for development in the Traffic Pattern Zone, including the potential for aircraft noise or accidents to impact the site. City staff determined that these risks and impacts would not be significant based on information from the Sanderson Field Airport Master Plan, which indicates that any aircraft noise harmful to human health is wholly contained on airport property and that nearly all accidents occurring around airports are contained within a line fairly aligned with the runway. *Exhibit 2, Exhibit 3, Staff Report, pages 6 and 7.*

Special Use Permit

9. As noted above, a special use permit is required for the proposed modular classroom structures because it involves the expansion of an existing special function land use within the Traffic Pattern Zone. *SMC 20.70.060.C*. City staff reviewed the proposal for consistency with the specific criteria for approval of a SUP under *BMC 20.46.070* and determined:
- The provision of educational facilities is allowed and encouraged in the Medical/Educational District under the Comprehensive Plan and the municipal code. The public interest would be well served by the proposed development, which would accommodate an increase in student enrollment.
 - Schools and other accessory educational facilities are allowed in the ME zone. A SUP is required due to the site's location within Zone 6 of the Airport Overlay Zone. City staff considers the use to be an appropriate expansion and progression of educational uses at the site and within the intent of the airport overlay restrictions.
 - The proposed improvements are slated to begin in the Spring/Summer of 2022 and are expected to be completed prior to the beginning of the Fall 2022 school year.

Exhibit 3, Staff Report, pages 7 and 8.

Site Plan Review

10. The proposal is subject to site plan review approval. *BMC 20.49.030*. The purpose of the City's site plan review procedures is to allow for "an early opportunity for coordinated decision-making among different city departments responsible for making administrative decisions on development proposals." *BMC 20.49.010*. "Site plan review also allows developers an opportunity to resolve site planning issues before devoting substantial time and expense to preparing building plans. It also provides developers with certainty at an early point in the land development process." *BMC 20.49.010*. The Applicant submitted

site plans and architectural drawings, which depict the location, size, bulk, and height of all existing and proposed structures and development features on-site, consistent with the submittal requirements of BMC 20.49.040. The submitted project plans show that the proposed structures would be located to the east of the recently constructed two-story elementary school building and would largely be screened from view from surrounding properties. *Exhibit 2; Exhibit 3, Staff Report, page 3.*

Testimony

11. City Senior Planner Jason Dose testified generally about the application, the review process that occurred, and how the proposal would be consistent with the County's Comprehensive Plan, zoning ordinances, and the specific criteria for site plan review approval and approval of a special use permit. He described the previous development on-site, noting that construction of the new Mountain View Elementary School building was completed in 2019 as part of a bond measure approved by voters in 2017. Mr. Dose explained that bond funds may only be used to construct improvements in consideration of the school district's existing student population, which is why the recently constructed elementary school building was not designed to accommodate the increase in student enrollment that has caused the need for the proposed modular classrooms. He noted that the proposed use is allowed outright in the ME zone but explained that a special use permit is required because the property is located within an airport overlay zone, specifically Airport Overlay Zone Number 6 or "Traffic Pattern Zone," which is the least restrictive of the airport overlay zones. Mr. Dose stated that the Traffic Pattern Zone prohibits new special function land uses, such as K through 12 schools, but allows for an expansion of such existing uses with a special use permit. He stressed that the City provided notice of the proposal to the Port of Shelton, which operates the nearby Sanderson Field airport, and that the Port of Shelton did not raise any concerns about the project.

Mr. Dose detailed how the proposal would meet all applicable requirements for development in airspace protection areas, including requirements related to maximum structure height. He noted that site plan review is typically an administrative process but that the request for site plan review approval is before the Hearings Examiner as part of the City's consolidated permit procedures. Mr. Dose explained that the purpose of site plan review is to ensure that a proposed development project would be compatible with the surrounding environment. He noted that the project site has already been developed with the improved school facility and that the proposed modular classroom structures would be screened from view from the surrounding area by the existing development on-site and, therefore, the Applicant's site plan demonstrates that the proposal would not have any adverse impacts on the surrounding area. *Testimony of Mr. Dose.*

12. Robert Herron, Shelton School District Director of Facilities Management and Construction, testified that the proposed modular classrooms are necessary to serve the growing student population and that he agreed with City staff's analysis of the proposal as provided in the staff report and Mr. Dose's testimony. *Testimony of Mr. Herron.*

Staff Recommendation

13. Mr. Dose testified that City staff recommends that the Hearings Examiner provide a recommendation to the City Council to approve the request for a special use permit and for site plan review approval, with conditions. Mr. Herron testified that the Applicant understands and would comply with City staff's proposed conditions. *Exhibit 3, Staff Report, page 8; Testimony of Mr. Dose; Testimony of Mr. Herron.*

CONCLUSIONS

Jurisdiction

The Hearings Examiner has jurisdiction to hear and make recommendations to the City Council on applications for a special use permit and, through the City's consolidated permit process, for site plan review approval. *BMC 2.36.110; BMC 20.46.060; Chapter 20.49 BMC.*

Criteria for Review

Special Use Permit

The Hearings Examiner and City Council shall be guided by the following standards and provisions in granting a special use permit:

- A. The use requested by the special use permit shall be within the intent of [the zoning code], the comprehensive plan, and the public interest.
- B. The use requested by the special use permit shall demonstrate that it is consistent with any performance standards applicable to the district in which it is to be placed.
- C. The use requested by the special use permit shall be made on the basis of site plans submitted pursuant to Section 20.46.040(D). If the improvements are to be made over a period greater than two years, the time of improvements shall be indicated.

SMC 20.46.070.

Site Plan Review

Site plan review is required in the following instances:

- A. Original construction of new facilities or structures except single-family dwellings or duplexes; or
- B. Where, in the opinion of the director, the magnitude and character of the project is sufficiently complex to warrant site plan review, or the project could result in an adverse effect on adjacent properties or the subject property or other public facilities if not planned early and carefully.

BMC 20.49.030.

Findings, Conclusions, and Recommendation

City of Shelton Hearings Examiner

Mountain View Elementary School Portable Classroom Placement

Nos. SPR 01-22; SUP 01-22

An application for site plan review shall be made upon forms provided by the City and shall, unless waived by the director, include the following:

- A. An environmental checklist when required;
- B. A site plan drawn to scale showing location, size, bulk, height and number of stories for all structures existing and proposed. The site plan shall indicate existing and proposed contours, the layout of all existing and proposed driveways, pedestrian walks, landscaped areas, fences, walls, off-street parking and loading areas, curbs, gutters and extent of street pavings, storm drainage together with necessary storm retention, location of all utilities including fire hydrants. The site plan shall indicate the location of entrances and exits and the direction of traffic flow into and out of off-street parking and loading areas, the location of each parking space, and each loading berth, and areas of turning and maneuvering vehicles. The site plan shall indicate how utility service and drainage are to be provided;
- C. Tabulations indicating:
 - 1. Lot size,
 - 2. Square footage of structures,
 - 3. Percentage of landscaping,
 - 4. How the applicant will meet parking requirements prescribed for that use by the zoning code
- D. A general landscape plan drawn to scale showing the location of existing trees on the site, the location and design of landscaped areas, the varieties and sizes of trees and plant materials to be planted on the site, and other pertinent landscape features and irrigation systems required to maintain trees and plant materials;
- E. Architectural drawings or sketches drawn to scale including floor plans and elevation in sufficient details to permit computations of yard requirements;
- F. A sign plan drawn to scale showing the location, size, design, material, color and method of illumination of all exterior signs;
- G. A narrative describing the general nature of the proposed use.

BMC 20.49.040.

Modifications and conditions may be imposed only to the extent reasonably necessary to eliminate or minimize adverse effects on adjacent properties, subject properties or public facilities. The decision to require modifications or conditions shall be based upon the following factors: noise level, traffic flow and parking, sight obstruction, internal circulation, drainage, flood control, location, size and availability of public facilities, possible requests for variance or conditional use,

effect of the project on adjacent and surrounding properties, landscaping, and site or building design.

BMC 20.49.050.B.

The criteria for review adopted by the Shelton City Council are designed to implement the requirement of chapter 36.70B RCW to enact the Growth Management Act. In particular, RCW 36.70B.040 mandates that local jurisdictions review proposed development to ensure consistency with County development regulations, considering the type of land use, the level of development, infrastructure, and the characteristics of development. *RCW 36.70B.040.*

Conclusions Based on Findings

- 1. With conditions, the proposed use would comply with the requirements for a Special Use Permit under SMC 20.46.070.** The City provided reasonable notice and opportunity to comment on the proposal. The City did not receive any comments on the proposal in response to its notice materials. The proposal is categorically exempt from SEPA environmental review, in accord with WAC 197-11-800(1)(b)(iv). The subject property is designated Medical/Educational District under the City Comprehensive Plan. The proposal to install two single-story 28-foot by 64-foot modular classrooms with ADA compliant access ramps and stairways to meet the needs of the growing student population would be consistent with Comprehensive Plan goals and policies promoting educational facilities within the Medical/Educational District. The property is zoned Medical/Educational District (ME). The proposed classroom structures are an allowed use in the ME zone, and the Applicant's project plans demonstrate that the proposed structures would comply with applicable setback and building height requirements for the ME zone, as well as with applicable off-street parking requirements.

The property is located approximately one mile to the southwest of the Sanderson Field regional airport and is within the far southeast portion of Airport Overlay Zone Number 6 (Traffic Pattern Zone). New special function land uses, including K through 12 schools, are prohibited in the Traffic Pattern Zone, but the proposed expansion of the existing school use in the Traffic Pattern Zone is allowed with a special use permit. The modular classroom structures would comply with applicable structure height restrictions for airspace protection areas and would not be significantly impacted by noise associated with the airport. The Port of Shelton did not raise any concerns about the proposal. The Applicant would be required to install the modular classroom structures consistent with the submitted project plans. The Applicant anticipates beginning construction in the Spring/Summer of 2002 and completing construction prior to the start of the Fall 2002 school year. Conditions, as detailed below, are necessary to ensure that the Applicant obtains all necessary permits, maintains an existing fire lane and fire access areas, and constructs the proposed improvements consistent with the submitted project plans.

Findings 1 – 9, 11 – 13.

*Findings, Conclusions, and Recommendation
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2. **The Applicant's submitted project plans meet the requirements for site plan review approval.** The Applicant's submitted site plans and architectural drawings depict the location, size, bulk, and height of all existing and proposed structures and development features on-site. The Applicant's project plans show that the proposed structures would be located to the east of the recently constructed two-story elementary school building, would largely be screened from view from surrounding properties, would comply with applicable setback and building height requirements of the ME zone, and would comply with development restrictions for the Traffic Pattern Zone. Accordingly, the project plans demonstrate that the proposed structures would not have any significant impact on surrounding properties and uses. *Findings 1, 4, 7 – 13.*

RECOMMENDATION

Based on the preceding findings and conclusions, the Hearings Examiner recommends that the Shelton City Council **APPROVE** the request for a special use permit and for site plan review approval to allow for the demolition of an existing playground/play area and the installation, in its place, of two single-story 28-foot by 64-foot modular classrooms with ADA compliant access ramps and stairways, at the Mountain View Elementary School campus, located at 534 East K Street, with the following conditions:

1. Prior to any construction at the site, the Applicant shall apply for and receive all necessary building permits for construction, demolition, relocation, and renovation of structures at the site through the City of Shelton Building Department. The proposal is subject to all conditioning of the required building permits.
2. Prior to any construction at the site, the Applicant shall apply for and receive Civil Improvement Drawing approval, grading and drainage, and right of way permitting as necessary through the City of Shelton Engineering Department. The proposal is subject to all conditioning of the required reviews.
3. All new and/or replaced exterior lighting at the site shall be full cutoff style and "Dark Skies" compliant to prevent glare on adjacent properties. Specifications/Cut Sheets for all fixtures and poles (including height), as applicable, shall be provided to the Department of Community Development for review and approval prior to issuance of building permits. Verification of installation of compliant fixtures will be made prior to final inspection and occupancy of the facility being granted.
4. The existing Fire Lane and fire access areas shall be maintained as they exist now and into the future (post project). Any changes/amendments to the Fire Lane and fire access routes require specific approval from the City of Shelton Fire Marshall. City staff shall have the discretion, however, to determine if minor changes/amendments to the access is appropriate without requiring further review by the Hearings Examiner.

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5. All future permit submittals shall closely match the depictions and drawings illustrated and considered in this review except as modified through conditioning of this permit. Deviations from the drawings may result in additional permitting requirements.

Decided this 7th day of June 2022.



ANDREW M. REEVES
Hearings Examiner
Sound Law Center

STAFF REPORT

Project Name: Shelton School District Mountain View Elementary School
Portable Classroom Placement

Application No: Site Plan Review Permit Number 01-22 (SPR 01-22) and Special
Use Permit Number 01-22 (SUP 01-22)

Applicant: Shelton School District Number 309
700 South First Street
Shelton, WA 98584
Contact: Robert Herron
E-mail: RHerron@sheltonschools.org

Applicant's Agent: Erickson McGovern Architects
Attention: Ray Mow
101 East 26th Street, Suite 300
Tacoma, WA 98421

Project Location: 534 East K Street, Shelton, WA 98584
Assessor's Parcel Number: 42012-41-60000

Request: Site Plan Review and Special Use Permit to authorize the
demolition of an existing playground/play area in favor of placement
of two 28' by 64' Modular Classrooms. Each structure would house
two classrooms and be fitted with ADA compliant access ramps
and stairways.

SEPA: The proposal is exempt from SEPA review pursuant to WAC 197-
11-800(1)a(iv) (link to WAC 197-11-800 [here](#) on the Washington
State Department of Ecology's Website).

Staff Report Available: May 16, 2022

Public Hearing Date: May 23, 2022 @ 4:30 p.m. via Zoom (Zoom Meeting ID Number
863 7944 4929 / Passcode 738048). Zoom can be
accessed/downloaded at this [link](#) (link takes you to the Zoom home
page).

Public Noticing. The public hearing for the proposal was noticed in the Shelton
Journal on May 12 and May 19, 2022. Public Hearing notices were

posted on the subject site (parking lot) on May 10, 2022. Public notice was mailed to property owners within 300 feet of the site on May 6, 2022 and City staff reached out (via e-mail) to representatives of the Port of Shelton on May 9, 2022.

Site Description and Background:

District voters approved a \$64.7M School District Bond Measure on February 14, 2017. During development of the bond proposal and identification of potential needs and projects the district held several meetings with constituents, employees, the public, as well as the City of Shelton and the Port of Shelton. The replacement of Mountain View Elementary School, as completed in 2019, was identified as a primary goal of the bond the voters approved. It's important to note that bond funds do not allow for School District's to construct "excess" capacity in anticipation of new students as the funds must only be utilized to house existing students. The district is experiencing a large increase in enrollment necessitating expansion at several of their facilities, similar to the requested action in this permit.

The project site is located in what's referred to as the "Mountain View" area of Shelton (hence the name of the school!), to the north of K Street, east of Laurel Street, south of the existing Bonneville Power Lines and associated easements, and to the west of the existing Olympic Middle School. The site is developed with an existing, two story, 55,000 square foot Elementary School constructed in 2018-19 to replace the former, aging, facility at the site. The 2018 project included a new playground, landscaping, circulation and stormwater improvements and expanded parking at the site to include a total of 131 on-site parking spaces and greatly increased parent (vehicle) drop off and pick up queueing space in the parking lot (woefully lacking prior to the project) and also constructed a completely separate bus access area that's shared with the adjacent Olympic Middle School which helped minimize the impact of bussing on the adjacent public streets. A portion of the former school still exists at the site but is "mothballed" and used primarily for district storage.



Aerial Photo of the existing Mountain View Elementary School Campus.

Project Description:

The Shelton School District requests a Site Plan Review Permit and Special Use Permit to authorize the demolition of an existing playground/play area in favor of placement/construction of two 28' by 64', single story, modular classrooms. Each structure would house two classrooms and be fitted with ADA compliant access ramps and stairways. The proposed structures are typical of school district modular/portable classrooms and would be sided with faux wood paneling and have metal doorways. The structures would be "dry" and have no water or sewer piped to them. No other changes to the site are proposed.

Detailed plans are included as attachment to this report.

Neighborhood Characteristics

The surrounding neighborhood to the west and south can be considered to be heavily residential in nature with a very well developed series of lots and blocks built out with primarily single family residential structures. To the north of the site are the main Bonneville Power Administration (BPA) transmission towers for the entire Olympic Peninsula. The space under and adjacent to the towers is encumbered by easements and maintained in, generally, a very low growing vegetative state. To the east of the site is the existing Olympic Middle School, also owned by the District.

Land Use and Compatibility Analysis

The City of Shelton Comprehensive Plan and Zoning/Land Use Map identifies the project site and surrounding areas as being within the Medical/Educational District (ME) zone. Both designations allow for public uses, including schools. A link to the City of Shelton website/page dedicated to the City of Shelton Comprehensive plan can be accessed [here](#).

COMPREHENSIVE PLAN. The City of Shelton Comprehensive Plan is intended, in part, to provide direction to policy and decision makers so that all land use decisions consistently move the City toward the future “vision” desired by its citizens. The adopted Comprehensive Plan identifies the subject property as lying completely within the Medical/Educational Land Use designation is described as follows:

City of Shelton Comprehensive Plan (2017) Page II-9

Medical/Educational Areas – *The Medical/Educational (ME) District is intended to provide for the recognition of parcels and facilities currently in use, or planned for, where the primary function is to provide services including public and private educational institutions as well as public and private health care facilities. This District is intended to provide high levels of pedestrian and transit-oriented services and a safe, pleasant, environment for education and health care. Campus style development should be encouraged in this area.*

The adopted Comprehensive Plan also contains various goal and policy statements which directly pertain to the requested establishment and/or expansion of school facilities, an integral part of our local infrastructure, the most direct and supporting includes:

Goal LU16. *Concentrate medical and education facilities in the Medical/Educational District.*

Policy LU16a. *New medical and educational facilities should be directed to the Medical/Educational District.*

Clearly, the City of Shelton’s Comprehensive Plan envisions existing and new (where feasible) school facilities to be located within the Medical Educational Zone and, further, the plan encourages campus style development such as is proposed by the district. There are multitudes of other goals and policies relating to traffic circulation, provision of utilities, neighborhood compatibility throughout the plan that, in staff’s opinion, also support the proposal. Through intelligent and thoughtful design the district has created a larger and better functioning school while, arguably, reducing their main impact on the neighborhood (traffic), albeit incrementally, through provision of expanded parking opportunities on the site completion of the new bus “loop” between Olympic Middle School and Mountain View Elementary performed as part of the larger campus expansion/upgrade I 2018-2019. Further, the City of Shelton has recently completed major upgrades to K Street (the street the School fronts on) through a complete reconstruction of the entire section to include comprehensive storm drainage facilities and pedestrian facilities (sidewalks and crosswalks).

ZONING. Title 20 of the Shelton Municipal Code (SMC) codifies the city's zoning regulations, applicable to all properties within the City of Shelton (a link to Title 20 of the Shelton Municipal Code can be found [here](#)). The subject property is zoned Medical Educational, as codified in Chapter 20.22 of the SMC. The zone specifically allows educational uses, including schools, outright within the zone. The intent of which reads as follows:

20.22.010 Intent

The medical/educational (ME) district is intended to provide for the recognition of parcels and facilities currently in use, or planned for, where the primary function is to provide services including public and private educational institutions as well as public and private health care facilities. This district is intended to provide high levels of pedestrian and transit-oriented service and a safe, pleasant environment for education and health care.

The section goes on to stipulate the basic development requirements in the zone including setbacks, height, and lot coverage. The following table compares the proposed development in relation to the minimum development standards of the chapter:

Development Standard	Min/Max Required (incl. code ref.)	Proposed
Front Yard Setback	10 feet min (SMC 20.22.040B)	(the proposal would be located behind the existing structures at the site) 34' to the north of the existing former school and 22' to the east of the existing new school, Project Complies
Side Yard Setback	5 feet min (side)/10 feet min (street side) (SMC 20.22.040C)	Over 300 feet to the nearest side yard property line, Project Complies
Rear Yard Setback	10 feet minimum (SMC 20.22.040D)	+240 feet, Project Complies
Maximum Building Height	35 feet maximum (SMC 20.22.040E)	Approximately 12 feet tall, Project Complies
On-site Parking	1 parking space per employee plus one per classroom minimum (SMC 20.40.100)	131 on-site parking spaces exist on the site while 94 parking spaces are required (based on a 42 employee count and existing/proposed classrooms). Project Complies.

Staff Finding: The proposed development meets all required standards relative to the Medical Educational Zone and the physical development at the site. Further, the project provides more than the required number of on-site parking spaces. Main points of vehicle ingress and egress would be maintained as they exist today.

Chapter 20.70 of the Shelton Municipal Code codifies the City's Airport Overlay Zones and Regulations. The intent of the regulations is as follows:

20.70.020 Purpose and intent.

A. Purpose. The airport overlay zone regulations have two fundamental purposes:

1. To minimize the public's exposure to excessive noise and safety hazards that would result from incompatible land use development around Sanderson Field; and

2. To protect Sanderson Field from potential encroachment by land uses that are incompatible with airport activities and that may impair the planned development and use of the airport.

B. Intent. The intent of this chapter is to:

1. Implement policies of the city of Shelton's comprehensive plan and the Port of Shelton, Sanderson Field Airport Master Plan.

2. Establish land use zoning regulations around Sanderson Field that are specifically designed to address issues of compatibility between the airport and surrounding land uses. Regulations are established with respect to compatible land use, noise, safety, and height limits (airspace protection).

The subject site lies approximately one mile to the southeast of Sanderson Field, a designated Regional, Public Use, General Aviation Airport operated by the Port of Shelton. The site is identified by the City's Airport Overlay Regulations and associated maps as being located on the far southeast portion of Airport Overlay Zone Number 6 (Traffic Pattern Zone). The traffic pattern zone is an area which can expect regular airport overflight traffic as aircraft either enter or exit Sanderson Field airspace. Schools are identified in the regulations as a "Special Function Land Use". Special Function Land Uses are considered uses that involve large groups of people with the relative inability of persons occupying the space to move out of harm's way. This includes K-12 Schools, nursing homes, hospitals, etc. Shelton Municipal Code Section 20.70.060C addresses Special Function Land Uses as follows:

Special Function Land Use. Special function land uses as defined in 20.70.040(F) shall be prohibited in the land use compatibility zones 1, 2, 3, and 4. New special function land uses are also prohibited in zone 6; however, expansion of such existing uses are conditioned upon review for impacts to the airport through the special use permit provisions of Chapter 20.46, with added performance standards addressing potential noise impacts.

Staff Finding. Pursuant to the section, the City can consider expansion of existing Special Function Land Uses in compliance with Chapter 20.70 (Airport Overlay Regulations) of the Shelton Municipal Code. While the use of the site as a school (a Special Function Land Use relative to the regulations) was established decades ago, with additions to the site occurring as recently as 2019, Section 20.70.050B of the Shelton Municipal Code outlines the requirements of the "Airspace Protection Areas" that are established around the airport and all new uses/expansions of existing uses are required to demonstrate compliance. Essentially, the requirements paint an invisible "cone" of sorts from the ground level of the Sanderson Field runway and extend outward and upwards as stipulated in the regulations. New development is not allowed to penetrate this invisible surface due to the possibility that aircraft would be flying above that level. The applicant was asked to provide an evaluation of the proposed improvements at the site as it related to the proposed new (two story) school that was constructed in 2018-2019 as it related to these airspace protection areas. The analysis found that the highest point of the (then) proposed structure is nearly 200 feet below the

maximum height level the regulations would allow. Add to that the fact the adjacent Bonneville Power main line towers exceed the height of any structure (existing or proposed) at the site by approximately 70 feet and dwarf the improvements that exist on the site and are proposed through this action. Staff did not request additional analysis for placement of the single-story classrooms and is simply relying on existing development's confirmed compliance. The Port of Shelton (the airport managers) was contacted regarding these proposed classrooms and they voiced no concern.

Other considerations when evaluating proposed development in Airport Influence Areas that need to be taken into account are the potential for aircraft accidents to impact the site as well as the potential for aircraft noise to be an impact to the use. Staff considers neither concern to be more than a nominal risk/impact to uses at the site based on information contained in the Sanderson Field Airport Master Plan which indicates aircraft noise that could be considered harmful to human health is wholly contained on Airport Property and nearly all accidents that occur around airports occur in a line fairly aligned with the runway (at each end). Annoyance noise from Airplanes is not considered to be a concern as the facility would be located in a developed neighborhood on an existing school campus. Each use has its own inherent noise generating qualities (from traffic, air handling compressors, children playing, etc.). Added to that is the fact the proposed new structures are constructed to current building and fire code standards which, generally speaking, greatly increase the sound insulating qualities compared to older facilities. Further, given the sound attenuating qualities of new construction compared to the existing facilities. For these reasons staff considers the proposed development to not be of a compatibility concern relative to airport operations as they exist nor into the future.

Chapter 20.46 of the Shelton Municipal Code contains the provisions for Special Use Permits within City limits. Special Use Permits require a public hearing before the City of Shelton Hearings Examiner who makes a recommendation to the City of Shelton City Council. The standards for consideration of a Special Use Permit are contained in section 20.46.070 and reads as follows (staff response follows each section):

20.46.070 Standards for granting special use permits.

The hearings examiner and city commission shall be guided by the following standards and provisions in granting a special use permit:

A. The use requested by the special use permit shall be within the intent of this title, the comprehensive plan, and the public interest.

Staff Response: The provision of educational facilities is allowed (and encouraged) in the Medical Education Zone both in the City of Shelton Comprehensive Plan (2017) and the City of Shelton Municipal Code. The public interest is well served through follow through with promises made to the public that approved the District's Bond Measure to allow for improvement to the District facilities.

B. The use requested by the special use permit shall demonstrate that it is consistent with any performance standards applicable to the district in which it is to be placed.

Staff Response: Schools and other accessory educational facilities are allowed within the zone. The reason for Special Use Permit and additional evaluation and consideration (Public Hearing) is due to the site's proximity within Zone 6 of the Airport Overlay Zone. As previously stated, staff

considers the use to be an appropriate expansion and progression of educational uses at the site and within the intent of the Overlay restrictions.

C. The use requested by the special use permit shall be made on the basis of site plans submitted pursuant to Section 20.46.040(D). If the improvements are to be made over a period greater than two years, the time of improvements shall be indicated.

Staff Response: Noted. The noted improvements are slated to begin the Spring/Summer of 2022 and be completed prior to the beginning of the Fall 2022 School year/period.

RECOMMENDATION

Staff recommends that the hearings examiner recommend approval of SPR 01-22 and SUP 01-22 to the City of Shelton Council subject to the following conditions:

1. Prior to any construction at the site the applicant shall apply for and receive all necessary building permits for construction, demolition, relocation, and renovation of structures at the site through the City of Shelton Building Department. The proposal is subject to all conditioning of the required building permits.
2. Prior to any construction at the site the applicant shall apply for and receive Civil Improvement Drawing approval, grading and drainage, and right of way permitting as necessary through the City of Shelton Engineering Department. The proposal is subject to all conditioning of the required reviews.
3. All new and/or replaced exterior lighting at the site shall be full cutoff style and "Dark Skies" compliant to prevent glare on adjacent properties. Specifications/Cut Sheets for all fixtures and poles (including height), as applicable, shall be provided to the Department of Community Development for review and approval prior to issuance of building permits. Verification of installation of compliant fixtures will be made prior to final inspection and occupancy of the facility being granted.
4. The existing Fire Lane and fire access areas shall be maintained as they exist now and into the future (post project). Any changes/amendments to the Fire Lane and fire access routes require specific approval from the City of Shelton Fire Marshall.
5. All future permit submittals shall closely match the depictions and drawings illustrated and considered in this review except as modified through conditioning of this permit. Deviations from the drawings may result in additional permitting requirements.

Exhibits

1. Site Plan Review Application
2. Project Plans (10 Pages), Drafted by Erickson-McGovern Architects, dated 11/10/21.

MOUNTAIN VIEW ELEMENTARY SCHOOL PORTABLES

SHELTON SCHOOL DISTRICT No. 309

PROJECT INFORMATION

SITE ADDRESS
534 EAST K STREET
SHELTON WA, 98584

PARCEL NUMBER
32018-25-60020

SITE AREA
13.30 ACRES

LEGAL DESCRIPTION
D SHELTONS DON LAND CLAIM #37 PCL 2 OF CITY BLA AF#45-02 S 28/108 (MT VIEW SCHOOL)

SCHEDULE OF DRAWINGS

A0.00 PROJECT INFORMATION SHEET

ARCHITECTURAL DRAWINGS
A1.00 OVERALL SITE PLAN
A1.01 ENLARGED SITE PLAN

PORTABLE DRAWINGS (FOR REFERENCE ONLY)
A-0.0 COVER SHEET
A-1.0 FLOOR PLAN
A-2.0 EXTERIOR ELEVATIONS
A-3.0 REFLECTED CEILING
E-1.0 ELECTRICAL PLAN
M-1.0 MECHANICAL PLAN
S-1.0 BUILDING SECTION

CODE ANALYSIS

2018 IBC BUILDING CODE - BUILDING INFORMATION
TYPE OF CONSTRUCTION: V-B (NOT RATED)
OCCUPANCY CLASSIFICATION: E - EDUCATIONAL PER 305.1
OCCUPANCY CALCULATION:
EDUCATIONAL CLASSROOM AREA 20 S.F. NET PER OCCUPANT
OCCUPANT LOAD = 82 PEOPLE (SEE A-0.0 PORTABLE DRAWINGS)
ALLOWABLE AREA PER TABLE 503
V-B & E = 11 FLOOR @ 9,500 S.F. MAXIMUM ALLOWED
PROPOSED BUILDING AREA: 1,773 gross S.F. (OUTSIDE WALL) 1,682 S.F. (INSIDE WALL)
ROOF AREA: 1,804 gross S.F. (2" OVERHANG)
1,804 S.F. TOTAL

SCOPE OF WORK

ADD ONE 1,773 S.F. DRY PORTABLE CLASSROOM BUILDING ON A COMPACTED GRAVEL PAD. FOUNDATION TO BE GRADE SET FOUNDATION PROVIDED BY THE BUILDING MANUFACTURER. INSTALL ALUMINUM RAMP / STAIR SYSTEM.

ADD ONE 1,773 S.F. DRY PORTABLE CLASSROOM BUILDING ON THE EXISTING ASPHALT SURFACE. FOUNDATION TO BE GRADE SET FOUNDATION PROVIDED BY THE BUILDING MANUFACTURER. INSTALL ALUMINUM RAMP / STAIR SYSTEM.

PROVIDE ELECTRICAL, DATA, FIRE ALARM AND SECURITY SYSTEMS TO THE PORTABLE.

STATISTICS

OCCUPANCY TYPE
GROUP E

BUILDING AREA
TOTAL AREA = 1,773 S.F. EACH PORTABLE

CONSTRUCTION TYPE
VB

BUILDING HEIGHT
1 STORY - 13'-1" MAXIMUM HEIGHT

CODE INFORMATION

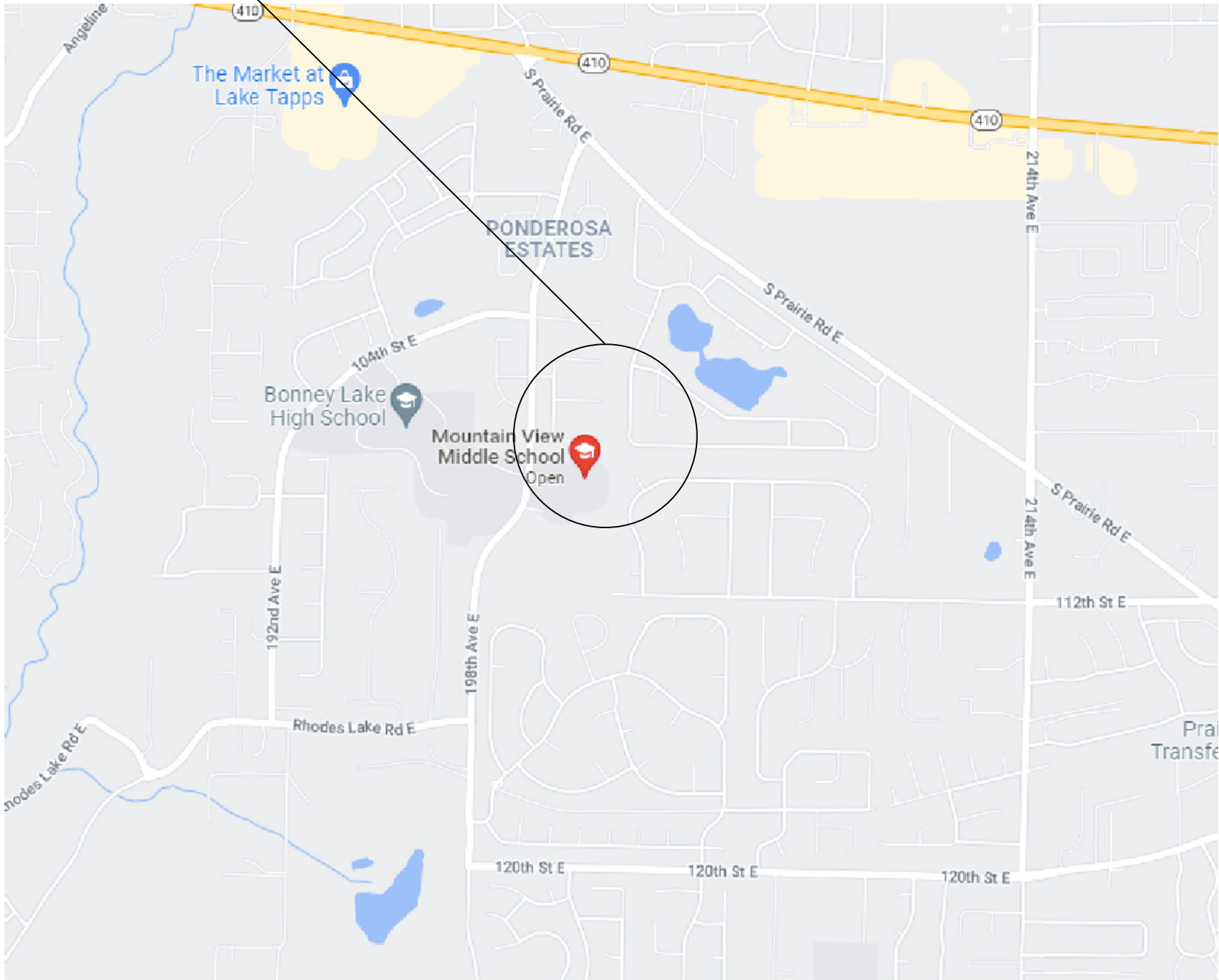
2018 INTERNATIONAL BUILDING CODE W/ WASHINGTON STATE AMENDMENTS
2018 INTERNATIONAL FIRE CODE W/ WASHINGTON STATE AMENDMENTS
2018 INTERNATIONAL MECHANICAL CODE W/ WASHINGTON STATE AMENDMENTS
2018 UNIFORM PLUMBING CODE W/ WASHINGTON STATE AMENDMENTS
2018 NREC
2017 ICC/ANSI A117.1 (BARRIER FREE STANDARDS)
2018 WASHINGTON STATE ENERGY CODE, COMMERCIAL PROVISIONS

ABBREVIATIONS

NOTE: ADDITIONAL ABBREVIATIONS INCLUDED THROUGHOUT DRAWING SET

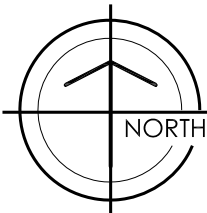
@	AT	LAM	LAMINATED
C	CENTERLINE	LAV	LAVATORY
Ø	DIAMETER OR ROUND	LF	LINEAL FEET
#	POUND		
AB	ANCHOR BOLTS	MAX	MAXIMUM
ACP	ACOUSTICAL CEILING PANEL	MB	MARKER BOARD
ACT	ACOUSTICAL CEILING TILE	MECH	MECHANICAL
AFF	ABOVE FINISH FLOOR	MDO	MEDIUM DENSITY OVERLAY
		MDF	MEDIUM DENSITY FIBERBOARD
BD	BOARD	MIN	MINIMUM OR MINUTE
BIT	BITUMINOUS	MTL	METAL
BLDG	BUILDING		
BLKG	BLOCKING	NIC	NOT IN CONTRACT
BM	BEAM	NO	NUMBER
BO	BOTTOM OF	NTS	NOT TO SCALE
BS	BACKSPASH		
		OC	ON CENTER
CG	CORNER GUARD	OFCI	OWNER FURNISH CONTRACTOR INSTALL
CJ	CONTROL JOINT	OFOI	OWNER FURNISH OWNER INSTALL
CLG	CEILING	OH	OPPOSITE HAND
CMU	CONCRETE MASONRY UNIT		
COL	COLUMN	PAV	PAVEMENT
CONC	CONCRETE	PL	PLASTIC LAMINATE
CONST	CONSTRUCTION	PLYWD	PLYWOOD
CONT	CONTINUOUS	PR	PAIR
CPT	CARPET	PRES TD	PRESERVATIVE TREATED
CR	CARD READER	PT	PAINT
CT	CERAMIC TILE		
		RB	RUBBER BASE
DBL	DOUBLE	RECPT	RECEPTACLE
DP	DEEP	REQD	REQUIRED
DS	DOWNSPOUT	REV	REVISIONS
DTL	DETAIL	RM	ROOM
(E)	EXISTING		
ETC	ETCETERA	SC	SOLID CORE
EA	EACH	SCHED	SCHEDULE
EJ	EXPANSION JOINT	SF	SQUARE FOOT
ELECT	ELECTRICAL	SECT	SECTION
ELEV	ELEVATION	SIM	SIMILAR
EM	ENTRY MAT	SPEC	SPECIFICATION
EO	EDGE OF	SQ	SQUARE
EQU	EQUAL	SS	STAINLESS STEEL
EQUIP	EQUIPMENT	SSCG	STAINLESS STEEL CORNER GUARD
EXH	EXHAUST	STD	STANDARD
EXT	EXTERIOR	STL	STEEL
		STOR	STORAGE
FA	FIRE ALARM	STRUCT	STRUCTURAL OR STRUCTURE
FDN	FOUNDATION	SV	SHEET VINYL
FIN	FINISH		
FF	FINISH FLOOR	TB	TACKBOARD
FR	FIRE ALARM	T&G	TONGUE & GROOVE
FMT	FLEXIBLE MARBLE TILE	THK	THICK
FRP	FIBER REINFORCED PANEL	TO	TOP OF
FT	FOOT OR FEET	TS	TUBE STEEL
FX	FIRE EXTINGUISHER	TWS	TACKABLE WALL SURFACE (ARCH.)
		TYP	TYPICAL
GA	GAUGE		
GALV	GALVANIZED	U	URINAL
GWB	GYP SUM WALLBOARD	UNO	UNLESS NOTED OTHERWISE
		VCT	VINYL COMPOSITION TILE
HACP	HUNG ACOUSTICAL CEILING PANELS	VERT	VERTICAL
HM	HOLLOW METAL	VWC	VINYL WALL COVERING
H	HEIGHT OR HIGH		
HR	HOUR	W	WIDE OR WIDTH
		W/	WITH
ID	INSIDE DIAMETER	WD	WOOD
IN	INCHES	WG	WIRE GROMMETS
INSUL	INSULATION	WM	WALL MAT
INT	INTERIOR	W/O	WITHOUT
		WST	WAINSCOT
JT	JOINT	WWF	WELDED WIRE FABRIC
JST	JOIST		

MOUNTAIN VIEW MIDDLE SCHOOL



VICINITY MAP

SCALE: - 1



PROJECT TEAM

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6021 12TH STREET EAST, SUITE 200
TACOMA, WASHINGTON 98424
P (253) 922-0446
CONTACT: CARRIE TAYLOR
E-MAIL: carrie.taylor@bceengineers.com

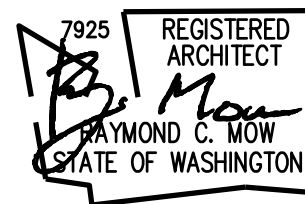
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TACOMA, WASHINGTON 98421
P (253) 531-0206
CONTACT: RAY MOW, AIA
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OWNER
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700 SOUTH 1ST STREET
SHELTON, WASHINGTON 98584
P (360) 426-6322
CONTACT: ROBERT HERRON
E-MAIL: rherron@sheltontschools.org

ERICKSON • MCGOVERN
Architects

Ericksen McGovern P.L.L.C.
101 E. 26th Street, Suite 300, Tacoma, WA 98421

PROJECT INFORMATION SHEET
MOUNTAIN VIEW ELEMENTARY SCHOOL PORTABLES
SHELTON SCHOOL DISTRICT No. 309



Contractors, subcontractors, suppliers, and vendors of all tiers are required to review in detail each and every Contract Document listed in Article 1.1.1 of the General Conditions of the Contract for Construction and in the Project Manual and indices therein (the "Contract Documents"). The Contract Documents are complementary. Bid errors or omissions due to failure to review all Contract Documents shall be the full responsibility of the respective contractor, subcontractor, supplier, or vendor, and the Owner shall not be responsible for any cost or time impact(s) resulting from a contractor, subcontractor, supplier, and/or vendor's failure to review in detail a Contract Document.

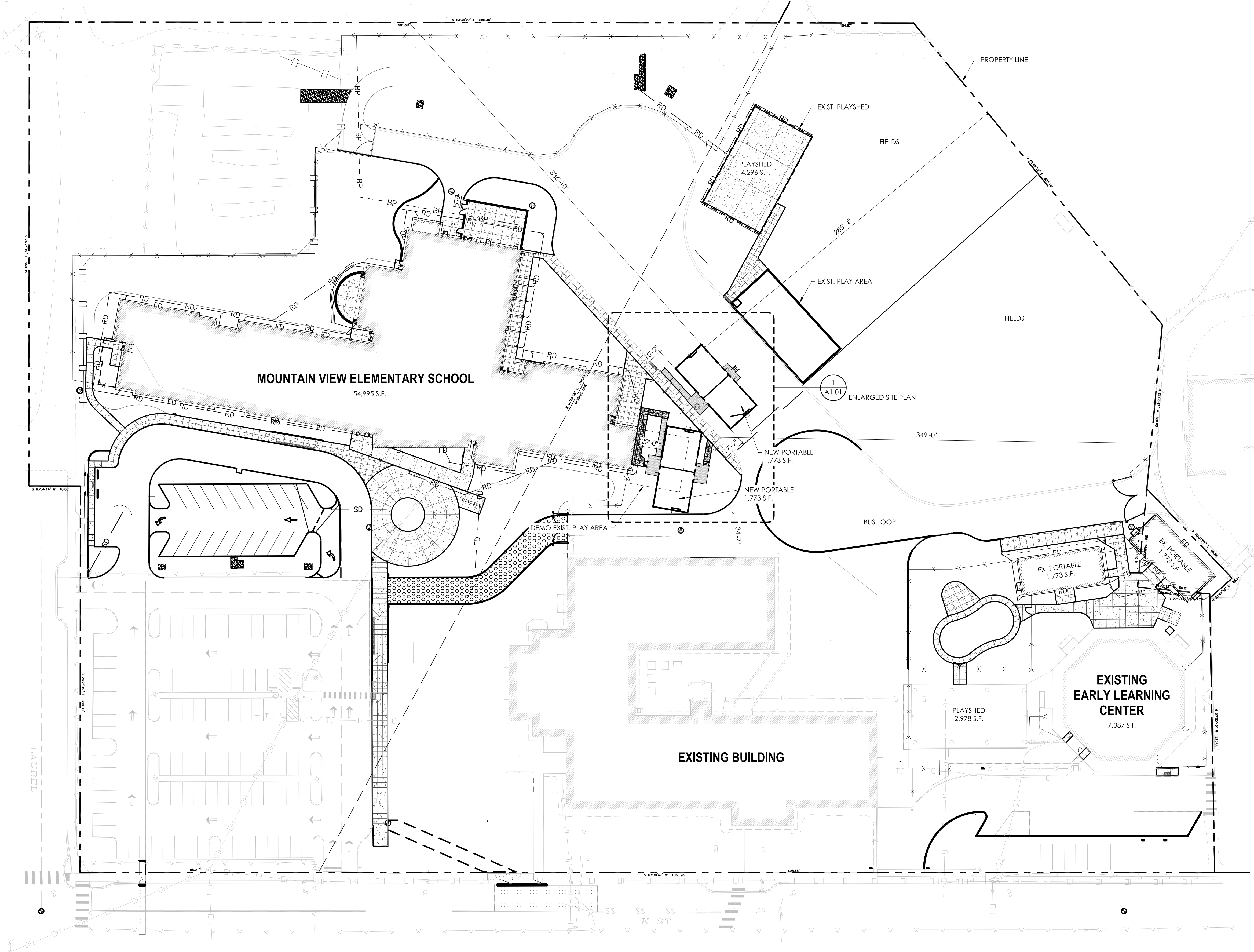
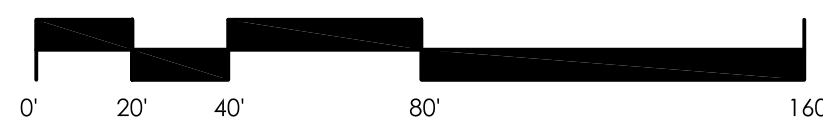
Project: 2021-17
Drawn: JTM
SITE PLAN REVIEW: 11/10/21

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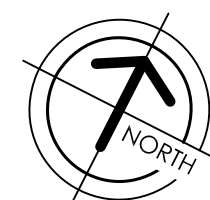
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IF THIS SHEET IS NOT PRINTED AT 24" X 36" OR AT 12" X 18" THIS DRAWING IS NOT TO SCALE.
IF A DIMENSION ON THIS SHEET IS NOT CLEAR, CONTACT ARCHITECT. DO NOT MEASURE DRAWINGS.

Plotted: Nov 15, 2021 -- 2:55pm File: X:\2021-17 Shelton Portables\Drawings\9 - Current\MVES\ACAO\2021-17 A1.00-MVES.dwg By: JOSH



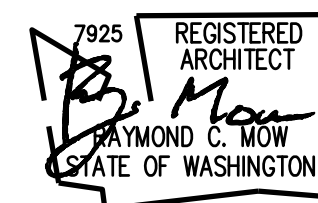
ARCHITECTURAL SITE PLAN 1
SCALE: 1" = 40'-0"



Sheet:

A1.00

Project: 2021-17
Drawn: JFM



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ARCHITECTURAL SITE PLAN

MOUNTAIN VIEW ELEMENTARY SCHOOL PORTABLES
SHELTON SCHOOL DISTRICT No. 309

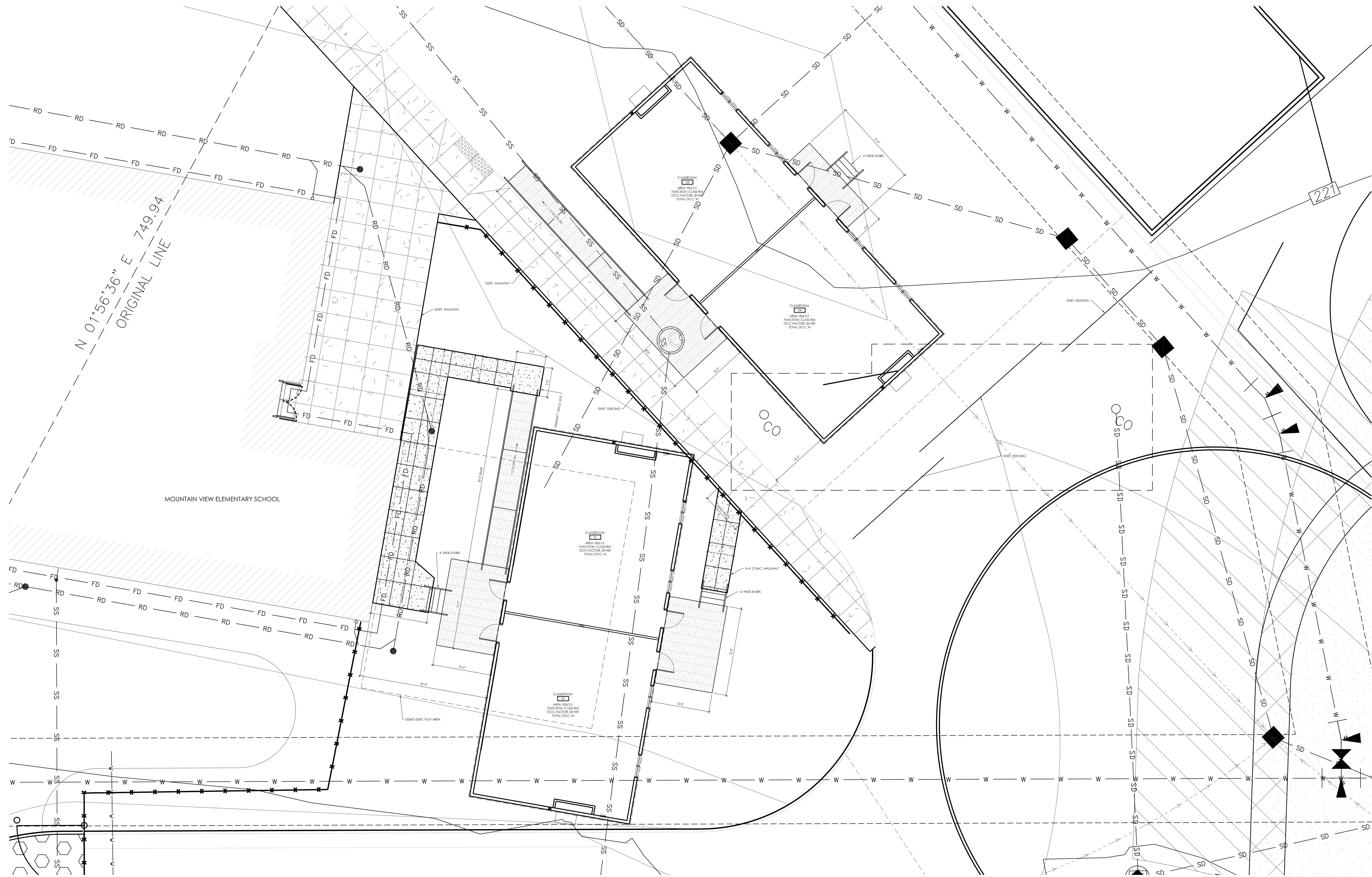
ERICKSON • MCGOVERN
Architects

101 E. 26th Street, Suite 300, Tacoma, WA 98421

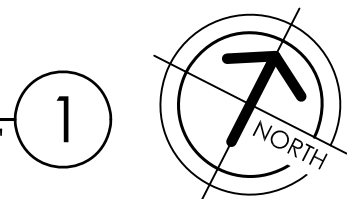


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Plotted: Nov 15, 2021 — 2:55pm File: X:\2021-17 Shelton Portables\Drawings\9 — Current\MVES\ACAD\2021-17 A1.01-MVES.dwg By: JOSH

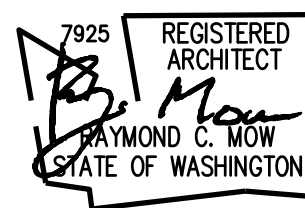


ENLARGED SITE PLAN
SCALE: 1/8" = 1'-0"



Sheet:

A1.01



Contractors, subcontractors, suppliers, and vendors of all firms are required to review in detail each and every Contract Document listed in Article 1.1.1 of the General Conditions of the Contract for Construction and in the Project Manual and indices therein (the "Contract Documents"). The Contract Documents are complementary. Bid errors or omissions due to failure to review all Contract Documents shall be the full responsibility of the respective contractor, subcontractor, supplier, or vendor, and the Owner shall not be responsible for any cost or time impact(s) resulting from a contractor, subcontractor, supplier, and/or vendor's failure to review in detail a Contract Document.

Project: 2021-17
Drawn: JTM
SITE PLAN REVIEW: 11/10/21

ENLARGED SITE PLAN

MOUNTAIN VIEW ELEMENTARY SCHOOL PORTABLES
SHELTON SCHOOL DISTRICT No. 309

ERICKSON • MCGOVERN
Architects

101 E. 26th Street, Suite 300, Tacoma, WA 98421

IF THIS SHEET IS NOT PRINTED AT 24" X 36" OR AT 12" X 18" THIS DRAWING IS NOT TO SCALE.
IF A DIMENSION ON THIS SHEET IS NOT CLEAR, CONTACT ARCHITECT. DO NOT MEASURE DRAWINGS.

FASTENING SCHEDULE ^(a)			
NOTE: TABLE PROVIDED FOR COMMONLY USED CONNECTIONS, FOR COMPLETE TABLE REFER TO IBC-2015. CONNECTIONS CALLED OUT IN PLAN DETAILS, SUPERCEDED THOSE LISTED HERE			
CONNECTION DESCRIPTION	QTY & TYPE OF FASTENER	SPACING & LOCATION	
2. CEILING JOIST TO TOP PLATE	3-8d (2 1/2"x0.131")	EA. JOIST, TOENAIL	
3. CEILING JOIST NOT ATTACHED TO PARALLEL RAFTER, LAPS OVER PARTITION	3-16d (3 1/2"x0.162")	FACE NAIL	
4. CEILING JOIST ATTACHED TO 6. RAFTER OR TRUSS TO TOP PLATE	PER TABLE 2308.7.3.1	FACE NAIL	
8. STUD TO STUD	3-10d (3"x0.148")	TOENAIL (b)	
9. STUD TO STUD AT WALL CORNERS & BRACED WALL PANELS	16d (3 1/2"x0.162")	24"o.c. FACE NAIL	
10. BUILT UP HEADER (2x TO 2x)	16d (3 1/2"x0.162")	16"o.c. FACE NAIL	
11. CONTINUOUS HEADER TO STUD	4-8d (2 1/2"x0.131")	16"o.c. EA EDGE	
12. TOP PLATE TO TOP PLATE	16d (3 1/2"x0.162")	FACE NAIL	
13. TOP PLATE TO TOP PLATE @ ENDS	8-16d (3 1/2"x0.162")	TOENAIL	
14. BOTTOM PLATE TO JOIST, RIM JOIST OR BLOCKING (NOT BRACED PANELS)	16d (3 1/2"x0.162")	16"o.c. FACE NAIL	
15. BOTTOM PLATE TO JOIST, RIM JOIST AT BRACED WALL PANELS	2-16d (3 1/2"x0.162")	EA. SIDE OF END	
17. TOP/BOTTOM PLATE TO STUD	2-16d (3 1/2"x0.162")	JOINT, FACE NAIL	
18. TOP PLATES, LAPS @ CORNERS & INT.	2-16d (3 1/2"x0.162")	(24" MIN LAP)	
22. JOIST TO SILL, TOP PLATE, OR GIRDER	3-8d (2 1/2"x0.131")	12"o.c. FACE NAIL	
28. LEDGER STRIP SUPPORTING JOISTS	3-16d (3 1/2"x0.162")	16"o.c. FACE NAIL	
BUILDING ELEMENT	QTY & TYPE OF FASTENER	EDGE	INTERMEDIATE
SUB-FLOOR, ROOF & WALL SHEATHING TO FRAMING			
- 1/2" & LESS (SUBFLOOR/WALL)	6d COMMON OR DEFORMED (2"x0.113")	6"	12"
- 1/2" & LESS (ROOF)	1 3/4"-16ga W/ 7/16" CROWN 8d BOX OR DEFORMED (2 1/2"x0.131")	4"	8"
- 19/32" TO 3/4"	1 3/4"-16ga W/ 7/16" CROWN 8d COMMON (2 1/2"x0.131")	6"	12"
- 7/8" TO 1 1/4"	6d DEFORMED (2"x0.113") 10d COMMON (3"x0.148") 8d DEFORMED (2 1/2"x0.131")	6"	12"
PANEL SIDING	6d CORROSION RES. SIDING (1 7/8"x0.106")	6"	12"
- 1/2" & LESS	8d CORROSION RES SIDING (2 3/8"x0.128")	6"	12"
- 5/8"	4d CASING (1 1/2"x0.080") OR FINISH (1 1/2"x0.072")	6"	12"
PANELING			
MISC.			
ALUMINUM DRIP RAIL, OR DRIP EDGE	#6x3/4" HEX HEAD SCREWS @ 4 1/2'o.c.		
STEEL GALVANIZED ROOFING	PER MANUFACTURES INSTRUCTIONS		
MEMBRANE ROOFING	PER MANUFACTURES INSTRUCTIONS		
a.	EXERPTS FROM I.B.C. TABLE 2304.10.1 (NOTE: NOT ALL ITEMS AND FASTENERS ARE USED ON ALL JOBS.) REFER TO FULL TABLE FOR MORE OPTIONS		
b.	WHERE A RAFTER IS FASTENED TO AN ADJACENT PARALLEL CEILING JOIST IN ACCORDANCE WITHTHIS SCHEDULE, THE NUMBER OF TOENAILS IN THE RAFTERS SHALL BE PERMITTED TO BE REDUCED BY ONE NAIL.		

NOTES:

GENERAL:

1.
- ALL NEW FACILITIES SHALL BE BUILT IN ACCORDANCE WITH ACCESSIBILITY REQUIREMENTS FOR BARRIER FREE ACCESS (WAC-51-50-1100)
2.
- ALL STAIRS, RAMPS, LANDINGS, AND HANDRAILS TO BE SUPPLIED AND INSTALLED ON SITE BY OTHERS, UNDER SEPARATE LOCAL PERMIT (UNLESS NOTED OTHERWISE)

BUILDING ENVELOPE:

1.
- CODE REFERENCES BELOW REFER TO THE WASHINGTON STATE ENERGY CODE (WSEC) 2015 EDITION. BUILDING WILL ALSO MEET THE REQUIREMENTS OF THE 2014 OEEBC
2.
- INSULATION SHALL BE PROVIDED WITH A R-VALUE IDENTIFICATION MARK FROM THE MANUFACTURER (WSEC C303.1.1
3.
- FENESTRATION PRODUCTS TO BE SUPPLIED WITH A LABEL WITH RATED U-FACTOR, SHGC, VT AND LEAKAGE RATINGS (WSEC C303.1.3)
4.
- ALL INSULATION MATERIALS SHALL BE INSTALLED PER MANUFACTURES INSTRUCTIONS TO MAINTAIN PROPER DENSITIES, MAINTAIN CLEARANCES, AND OBTAIN FULL R-VALUE. (WSEC C303.2)
5.
- ROOF/CEILING INSULATION SHALL BE INSTALLED W/ MIN 1" CLEAR AIR SPACE TO ROOFING MEMBERS ABOVE. WHEN EAVE VENTING IS REQUIRED INSTALL BAFFLES TO DEFLECT AIR OVER SURFACE OF INSULATION. (IBC 1203.2)
6.
- EXTERIOR WALL CAVITIES SHALL BE FULLY INSULATED TO THE LEVELS OF THE SURROUNDING WALLS.
7.
- FLOOR INSULATION SHALL BE INSTALLED IN A PERMANENT MANNER IN SUBSTANTIAL CONTACT WITH THE SURFACE BEING INSULATED. SUPPORTS SHALL BE SPACED AT NOT MORE THAN 24"O.C. INSULATION SHALL NOT BLOCK CRAWL SPACE VENTS.
8.
- DOOR AND GLAZING U-FACTOR, SHGC & VT SHALL BE OBTAINED FROM NFRC LABEL. PRODUCTS LACKING THIS LABEL SHALL BE ASSIGNED A DEFAULT VALUE FROM WSEC TABLES IN CHAPTER 3 (WSEC C303.1.3)
9.
- VAPOR RETARDER (CLASS I OR II) REQUIRED AT INTERIOR SIDE OF FRAME WALLS IN ZONES 5,6,7,8 AND MARINE 4 . (IBC 1405.3.1)
10.
- WSEC C402.5.1 A CONTINUOUS AIR BARRIER SHALL BE PROVIDED THROUGHOUT THE BUILDING THERMAL ENVELOPE. THE AIR BARRIERS SHALL BE PERMITTED TO BE LOCATED ON THE INSIDE OR OUTSIDE OF THE BUILDING ENVELOPE, LOCATED WITHIN THE ASSEMBLIES COMPOSING THE ENVELOPE, OR ANY COMBINATION THEREOF. THE AIR BARRIER SHALL COMPLY WITH SECTIONS C402.5.1.1 AND 402.5.1.2

STRUCTURAL:

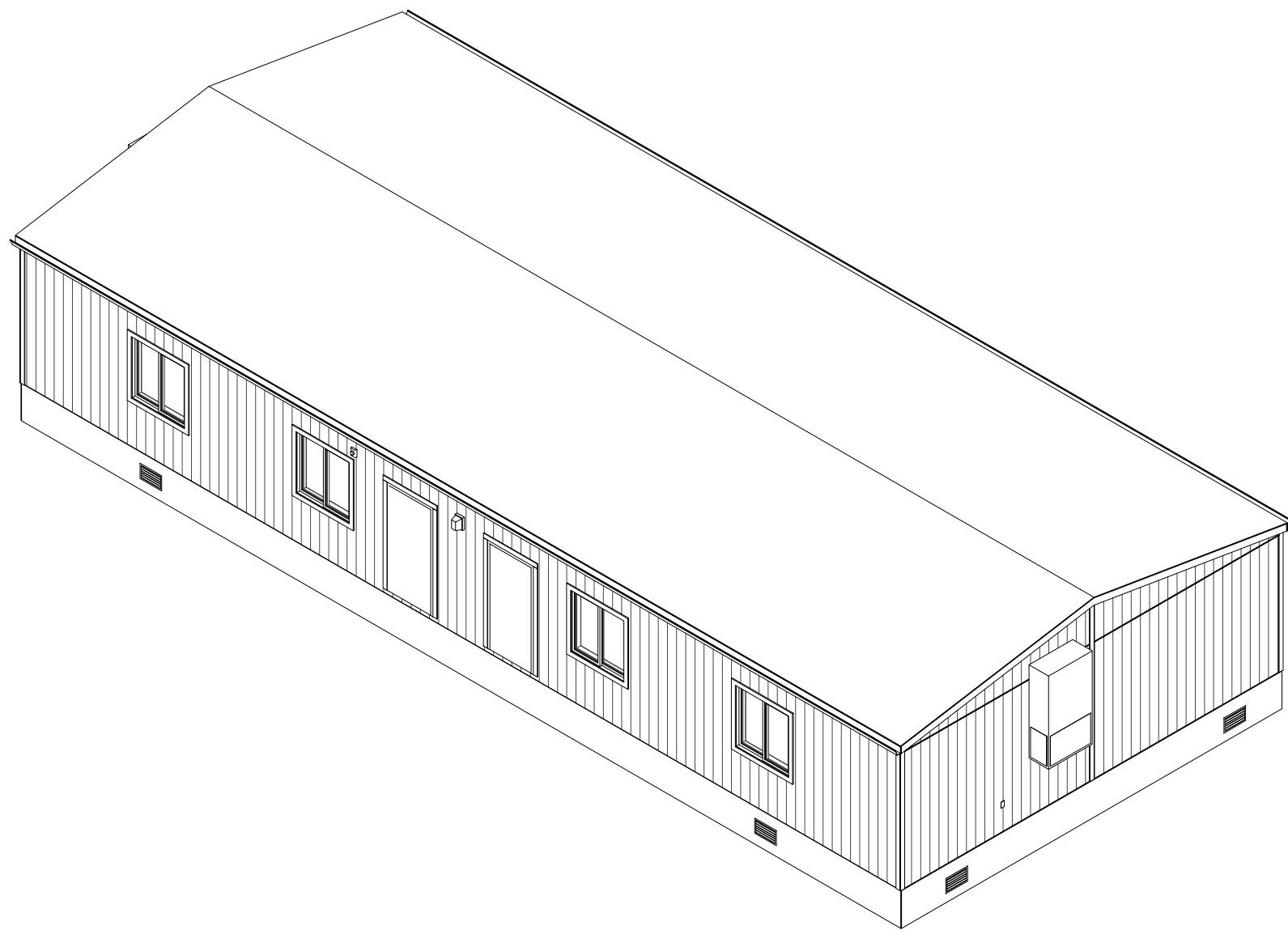
1.
- WINDOWS AND DOORS SHALL HAVE A MIN OF (2) STUDS AT EACH SIDE (1 KING STUD AND ONE TRIMMER)
2.
- ALL NAILING AND FASTENING NOT CALLED OUT ON PLANS AND DETAILS SHALL BE PER IBC 2304.10.1 NAILING SCHEDULE (LOCATED ON THIS SHEET)

ABBREVIATIONS

N.B.W. NOT PROVIDED OR INSTALLED BY WHITLEY
(PROVIDED AND INSTALLED BY OTHERS ON SITE)
OFCI OWNER FURNISHED, CONTRACTOR INSTALLED
(PROVIDED BY OWNER AND INSTALLED ON SITE BY OTHERS)
OFWI OWNER FURNISHED, WHITLEY INSTALLED
(PROVIDED BY OWNER AND INSTALLED IN FACTORY BY WHITLEY)
N.L.E.A. NOTICE TO LOCAL ENFORCEMENT AGENCY
(ITEMS THAT ARE INSTALLED OR COMPLETETED ON SITE, TO BE INSTPECTED BY LOCAL BUILDING OFFICIAL).

NOTE: TEXT IN ITALICS REFERS TO WORK OR ITEMS TO BE INSTALLED ON SITE, OR OTHERWISE NOT IN THE FACTORY SCOPE OF WORK

28'X64' MODULAR CLASSROOM



CODE ANALYSIS

THIS STRUCTURE MEETS CONSTRUCTION REQUIREMENTS OF WAC-51-50 (IBC 2015) INTERNATIONAL BUILDING CODE AS AMENDED FOR WASHINGTON STATE GOLD LABEL INSIGNIAS.
THIS STRUCTURE MEETS CONSTRUCTION REQUIREMENTS OF 2014 OSSC (IBC 2012) INTERNATIONAL BUILDING CODE AS AMENDED FOR OREGON STATE GOLD LABEL INSIGNIAS.

BUILDING TYPE:	VB	DESIGN LOADS	
OCCUPANCY GROUP:	E	ROOF LIVE:	30psf
BUILDING USE:	CLASSROOM	PONDING:	N/A
BUILDING AREA:	1773 SQ. FT.	FLOOR LIVE:	
NUMBER OF OCCUPANTS (IBC TABLE 1004.1.2)		CLASSROOM:	40psf
(AREA / FLOOR AREA PER PERSON)		N/A:	N/A
CLASSROOM (NET): 1630 / 20	82	N/A:	N/A
N/A:	-- / --	N/A:	N/A
N/A:	-- / --	CONCENTRATED 30"SQ.:	1,000psf
N/A:	-- / --		
TOTAL OCCUPANTS:	82	WIND LOAD:	120
		EXPOSURE:	B

ENERGY CODE: 2015 WSEC
COMPLIANCE METHOD: COMP. PERF.

ENERGY CODE: 2014 OEEBC
COMPLIANCE METHOD: SIMP. TRADE OFF

CLIMATE ZONE: 4C

SEISMIC DESIGN REQUIREMENTS:

GLAZING PERCENTAGE :	DESIGN CATEGORY:	D
GLAZING AREA / GROSS WALL AREA :	DESIGN Sds:	1.0
64 / 1554 = 4.12%	DESIGN Ss:	1.5

NOTES:

1.
- REFER TO PLAN AND SECTIONS FOR INSTALLED INSULATION VALUES

SHEET INDEX

SHEET NO.	SHEET NAME
A-0.0	COVER SHEET
A-1.0	FLOOR PLAN
A-2.0	EXTERIOR ELEVATIONS
A-3.0	REFLECTED CEILING
E-1.0	ELECTRICAL PLAN
M-1.0	MECHANICAL PLAN
S-1.0	BUILDING SECTION

L&I APPROVAL STAMP

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JOB NUMBER:
4341
SHEET No.:
A-0.0
DATE:
4-3-17
SCALE: 1/4" = 1'-0"

CUSTOMER NAME: ARIES BLDG. SYSTEMS

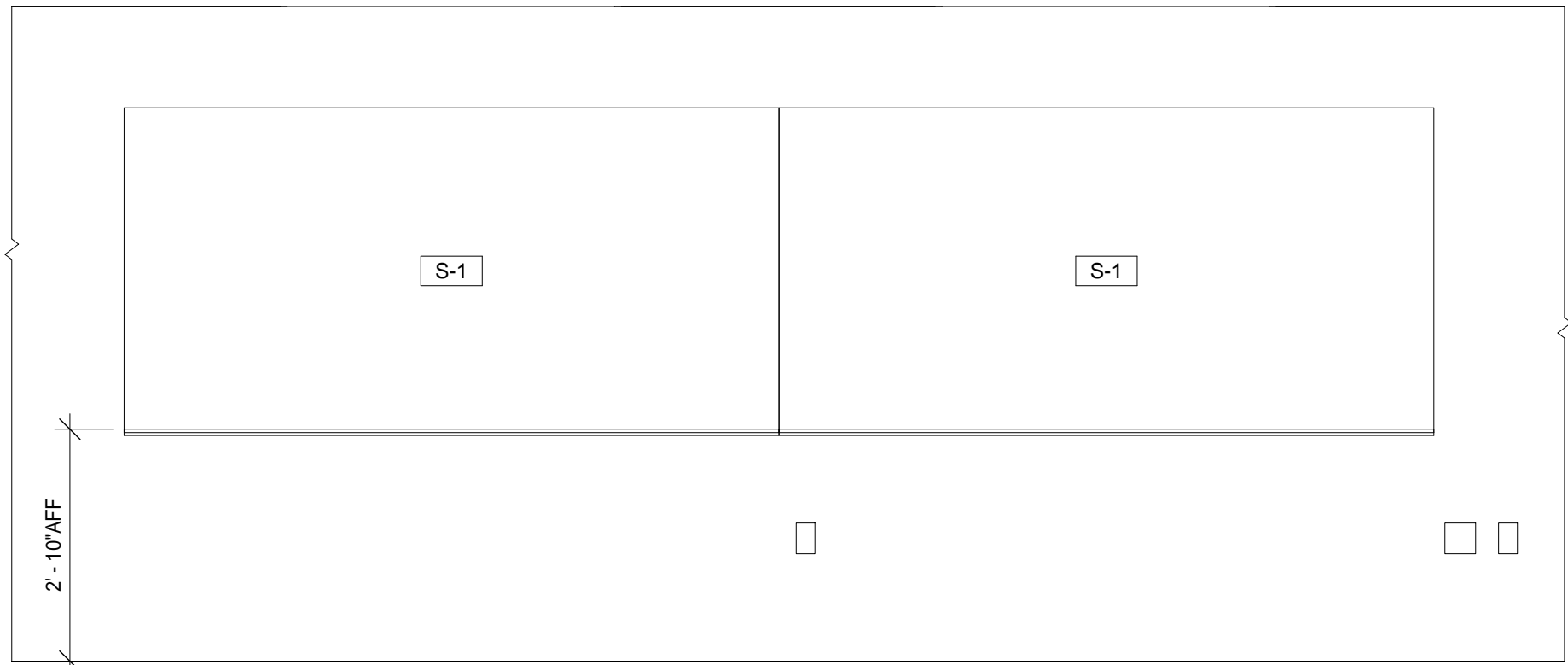
1428 SMOKEY POINT BLVD.,
SUITE 100
MARYSVILLE, WA 98271
PH. 360.653.5790
WEB: WWW.WHITLEYMAN.COM

WHITLEY
EVERGREEN, INC.
MOBILE AND MODULAR BUILDINGS

WE
WHITLEY
EVERGREEN

RELEASE: PERMIT
S/N: 0317-119-127
STD PLAN NO:
DRAWN BY: MDP
REVISED BY:
CHKD BY: -

2
1
No.
DESCRIPTION
DATE
BY
PLOT STAMP: 4/17/2017 11:24:54 AM



2 WHITEBOARD ELEVATION CLASSROOM 101 MIRROR IMG.
1/2" = 1'-0"

STRUCTURAL REQUIREMENTS

A. DESIGN CRITERIA: See code analysis

B. SHEATHING:

7/16" OSB 24/16 rated sheathing over joists @ 24 in. o.c.

C. ROOF JOISTS:

2x12 Hem Fir #2 @ 24-inches o.c.

D. MATE LINE BEAM:

1.5 x 24 LVL Beam, Each Module, 'Simpson' SDS Screws OR Thru-bolts @ 4-inch from bottom of beam @ 24" o.c.
Provide Braces to Roof @ Supports & 8'-0" o.c.

E. END COLUMNS:

(1) 2x6 HF-Stud per module as exterior columns. Additional Bearing is Not Required
2-MSTA18 Strap Top & Bottom Per Column

F. INTERMEDIATE COLUMNS:

HSS 3 x 4 x 3/16 per module as interior columns
(4) SDS 1/4x3" Top & Bottom Per Column

G. EXTERIOR WALL STUDS:

2x6 HF stud @16" o.c. - OK, inspection

H. MATELINE WALL STUDS:

Maseline wall studs are NOT USED!

I. HEADERS:

Header 1 (1) 1.5x7.25 LVL, w/Roof Joists Hangered at Opening, maximum span = 3.5 ft.
Header 2 (1) 1.5x7.25 LVL, w/Roof Joists Hangered at Opening, maximum span = 4.15 ft.

J. MATELINE ROOF BEAM SUPPORT HEADER:

NOT USED

K. DECKING:

3/4" T&G Floor Sheathing (40/20) over joists @ 16" o.c.

L. RIM JOISTS:

(1) 1.5x7.25 LVL rim joist(s), min. at each side w/ supports @ 8.0 feet o.c., MAX
OR Foundation Support

M. FLOOR JOISTS:

2x8 Hem Fir #2 floor joists @ 16 in.o.c. w/ mid span support

N. DOUBLE FLOOR JOISTS SUPPORTING MATELINE BEAM HEADER:

Not Required! or foundation support

O. ROOF SHEATHING:

7/16 in. OSB shthg over joist/trusses @ 24-inches o.c. w/ unblocked edges
8d @ 6" o.c. @ boundary edges, 6" o.c. @ panel edges and 12" in the field

P. DOUBLE TOP PLATE SPLICES:

(1) 2x6 chord (min.) w/ 13 -12d nails @ each side of 2x6 splice.

Q. BUILDING END (SHORT) WALL SHEAR WALLS:

Linear Feet of Shearwalls:
27.7 ft.



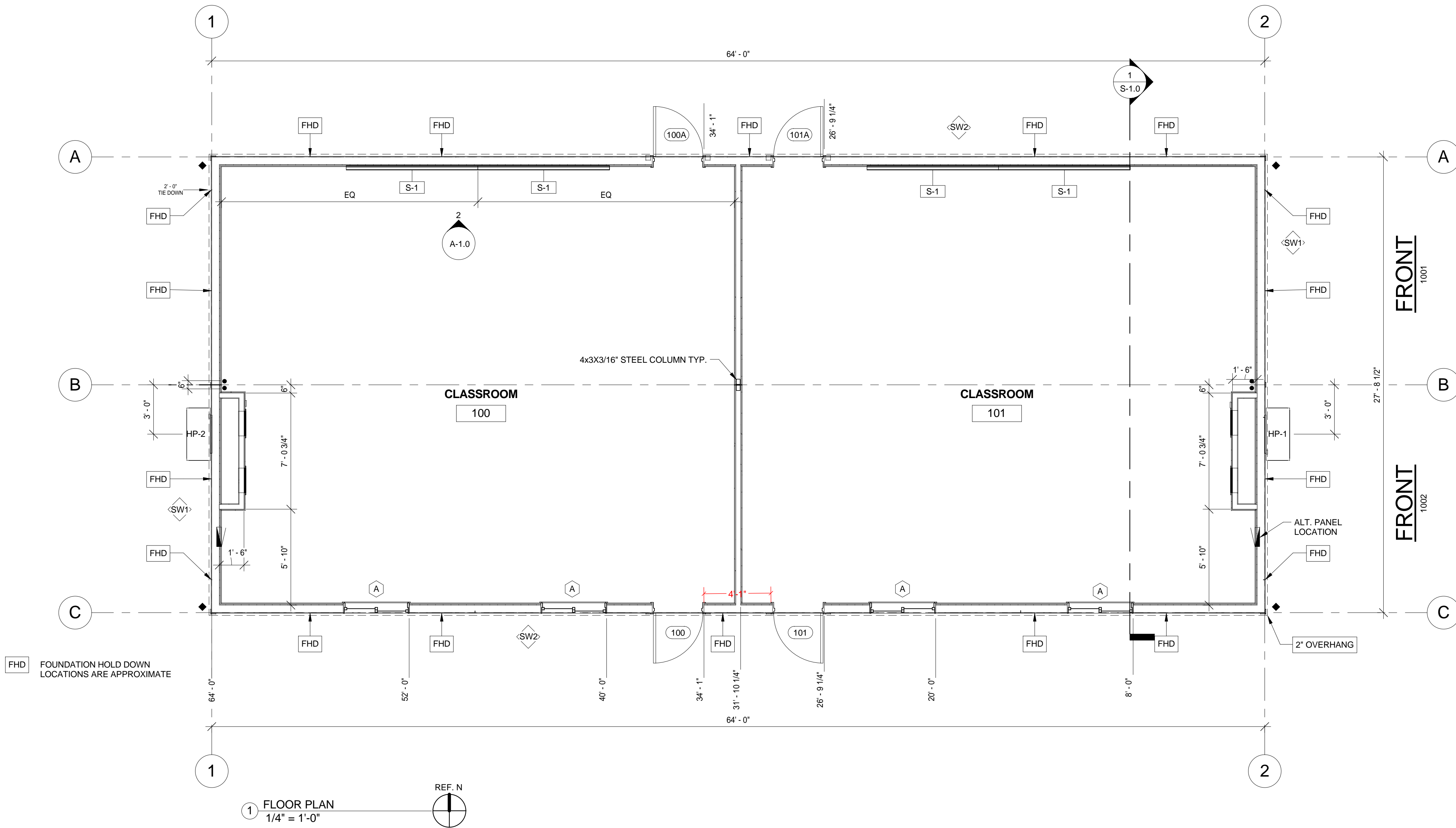
Sheathing:
7/16" "LP-Smart Panel" Siding with 8d nailsat 6" o.c. along siding
edges and 12" o.c. in the field. Use (1) studs min. at adjoining panel edges. Block panel edges.
Hold-downs:
(1)2x6 with (1) 'Simpson' MSTA18 to rim at building corners and edges of door openings



R. BUILDING SIDE (LONG) WALL SHEAR WALLS:

Linear Feet of Shearwalls:
40.4 ft.

Sheathing:
7/16" "LP-Smart Panel" Siding with 8d nailsat 6" o.c. along siding
edges and 12" o.c. in the field. Use (1) studs min. at adjoining panel edges. Block panel edges.
Hold-downs:
(1)2x6 with no required straps at ends of shearwalls



1 FLOOR PLAN
1/4" = 1'-0"

SPECIALTY EQUIPMENT SCHEDULE

MARK	COUNT	DESCRIPTION	MANUFACTURER	MODEL
S-1	4	96"X48" WHITE BOARD W/ TRAY	CLAIRIDGE	LCS DELUXE

ROOM FINISH SCHEDULE

MARK	ROOM NAME	AREA	NORTH WALL		EAST WALL		SOUTH WALL		WEST WALL		CEILING		FLOOR		NOTES
			MATL	FINISH	MATL	FINISH	MATL	FINISH	MATL	FINISH	MATL	HGT.	FINISH	BASE	
100	CLASSROOM	816 SF	GWB	VCTB	GWB	VCTB	GWB	VCTB	GWB	VCTB	ACT	8' - 0"	BO	BO	
101	CLASSROOM	816 SF	GWB	VCTB	GWB	VCTB	GWB	VCTB	GWB	VCTB	ACT	8' - 0"	BO	BO	

DOOR SCHEDULE

MARK	DOOR DESCRIPTION	DOOR			FINISH	FRAME		HARDWARE		ROUGH OPENING		ENVELOPE		DOOR GLAZING
		WD	HGT	THK.		TYPE	FINISH	SET	LATCH	WD	HGT	DOOR U-VALUE		
100	HINGED SINGLE - FLUSH	3' - 0"	6' - 8"	1 3/4"	18 GA INS. METAL	PAINT	HMKD 16 GA.	1	PANIC	3' - 1 3/4"	6' - 9 1/4"	0.39 DEFAULT	N/A	
100A	HINGED SINGLE - FLUSH	3' - 0"	6' - 8"	1 3/4"	18 GA INS. METAL	PAINT	HMKD 16 GA.	2	PANIC	3' - 1 3/4"	6' - 9 1/4"	0.37 DEFAULT	N/A	
101	HINGED SINGLE - FLUSH	3' - 0"	6' - 8"	1 3/4"	18 GA INS. METAL	PAINT	HMKD 16 GA.	1	PANIC	3' - 1 3/4"	6' - 9 1/4"	0.39 DEFAULT	N/A	
101A	HINGED SINGLE - FLUSH	3' - 0"	6' - 8"	1 3/4"	18 GA INS. METAL	PAINT	HMKD 16 GA.	2	PANIC	3' - 1 3/4"	6' - 9 1/4"	0.37 DEFAULT	N/A	

WINDOW SCHEDULE

MARK	QTY.	DESCRIPTION	MFR.	MODEL	SIZE WD.	SIZE HGT.	SILL HGT.	HEAD HEIGHT	ROUGH OPENING WD.	ROUGH OPENING HGT.	U VALUE	SHGC	COMMENTS	WINDOW AREA	TOTAL AREA
A	4	WINDOW, HORIZONTAL SLIDER, TEMPERED, ALMOND VINYL FRAME	ATRIUM	6000	4' - 0"	4' - 0"	2' - 9 1/4"	6' - 9 1/4"	48"	48"	0.29 NFRC	<0.40 NFRC	W/ SCREEN AND 1" ASCOT MINI BLINDS, GALV FLASHING INSTALLED UNDER SIDING AND OVER TOP FLANGE OF WINDOW UNDER TRIM	16 SF	64 SF

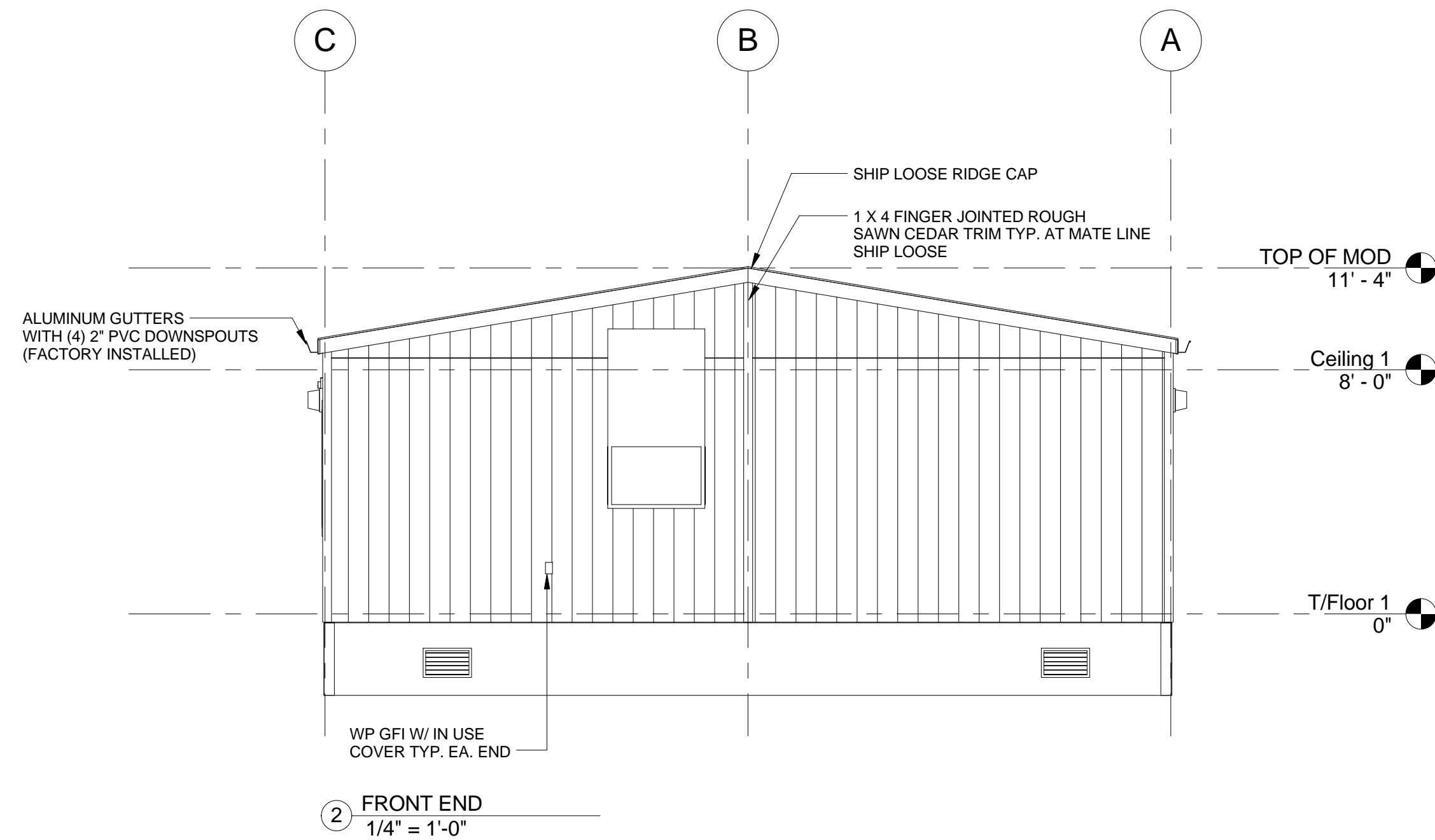
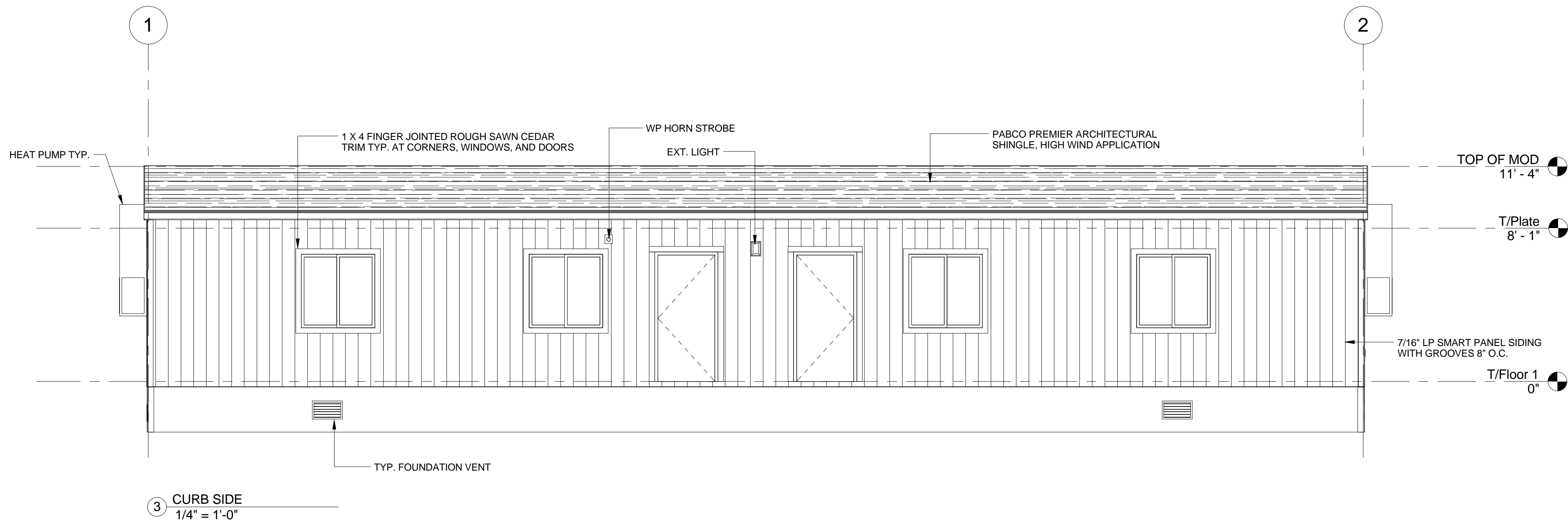
ROOM FINISH SCHEDULE LEGEND:

GWB- GYPSUM WALL BOARD TYPE-X
VCTB- VINYLWRAP TACKBOARD "CALCUTTA TAN"
ACT- ACOUSTIC CEILING TILES
BO- BY OTHERS

DOOR HARDWARE LEGEND:

TYPE (1):
LATCH: VON DUPRIN 22L PANIC BAR WITH LEVER TRIM DEVICE W/SCHLAGE CYLINDER
HINGES: LCN 1461
W/ STRAP: STAINLESS STEEL BALL BEARING- NRP
T' HOLD: ADA
SWEEP: ADA

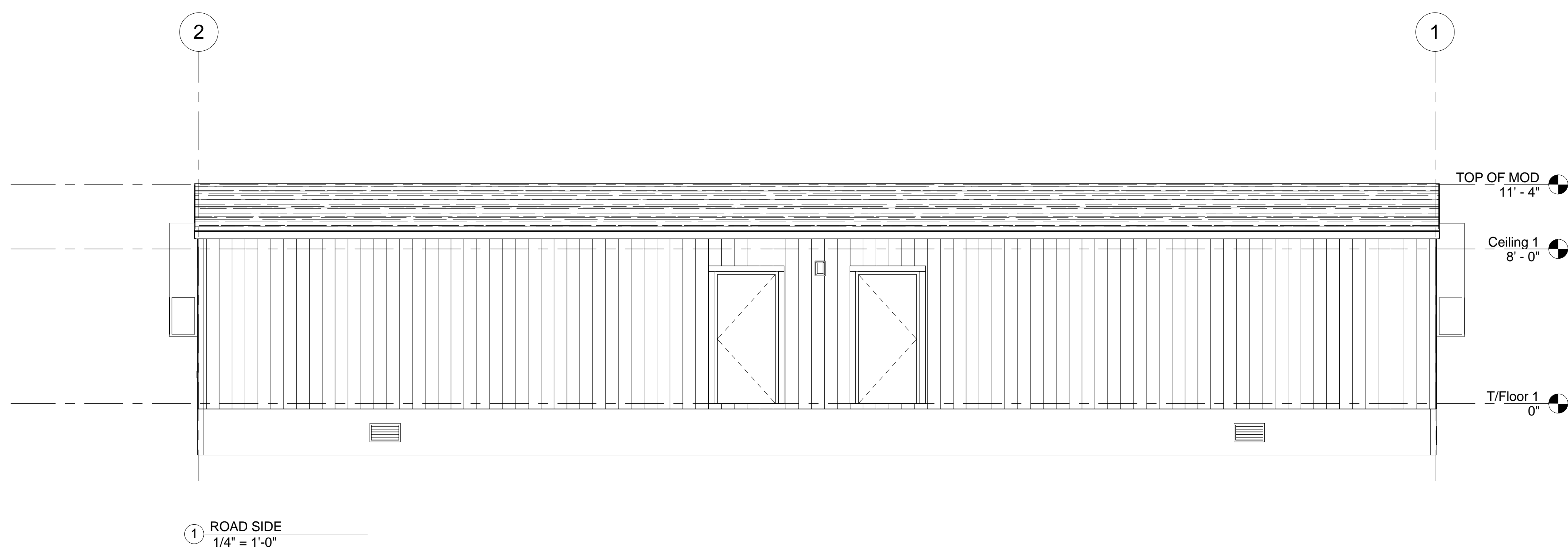
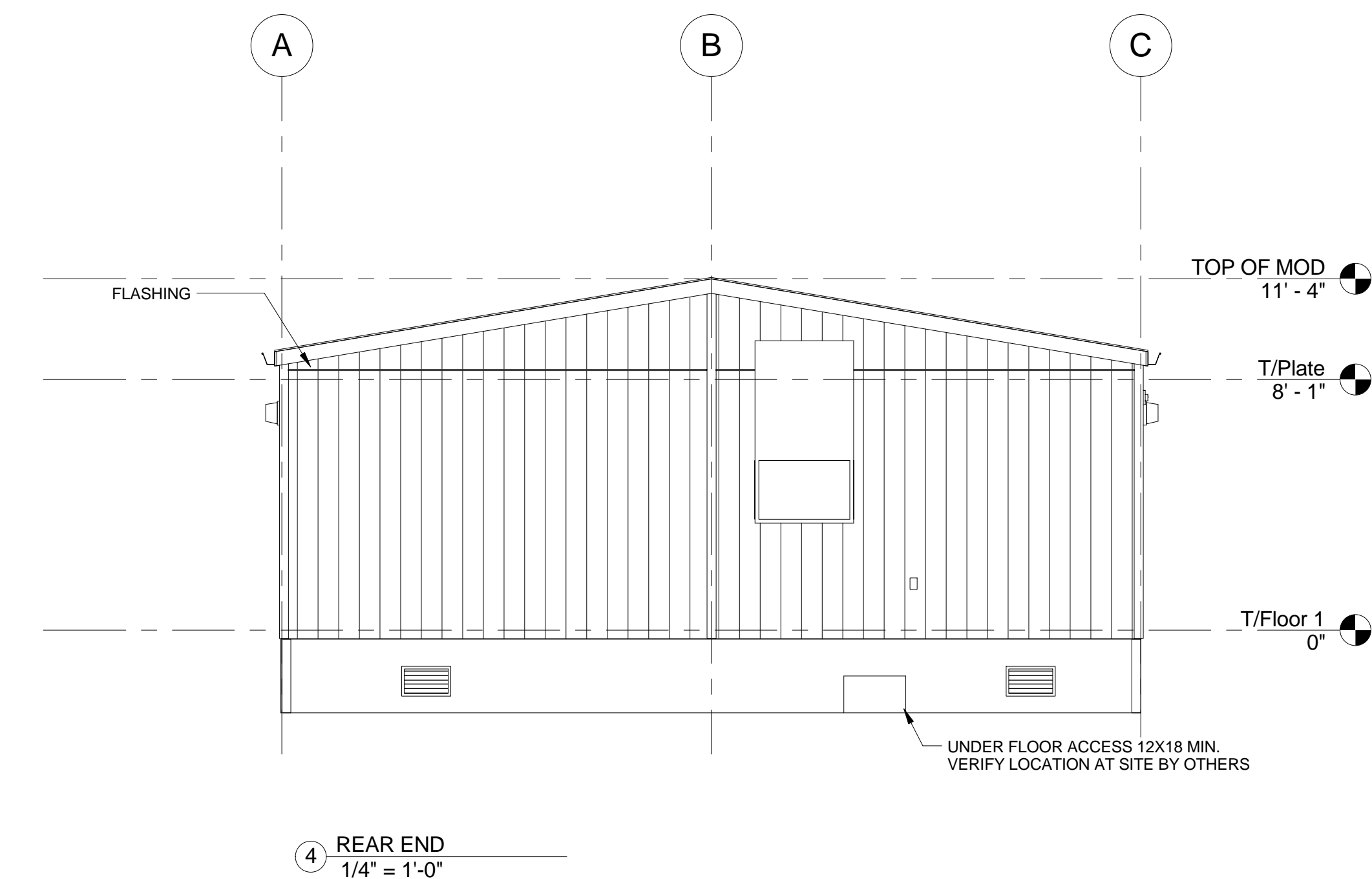
TYPE (2):
LATCH: VON DUPRIN 22E0 PANIC BAR WITH NO EXT. HARDWARE
HINGES: LCN 1461
W/ STRAP: ADA
T' HOLD: ADA
SWEEP: ADA



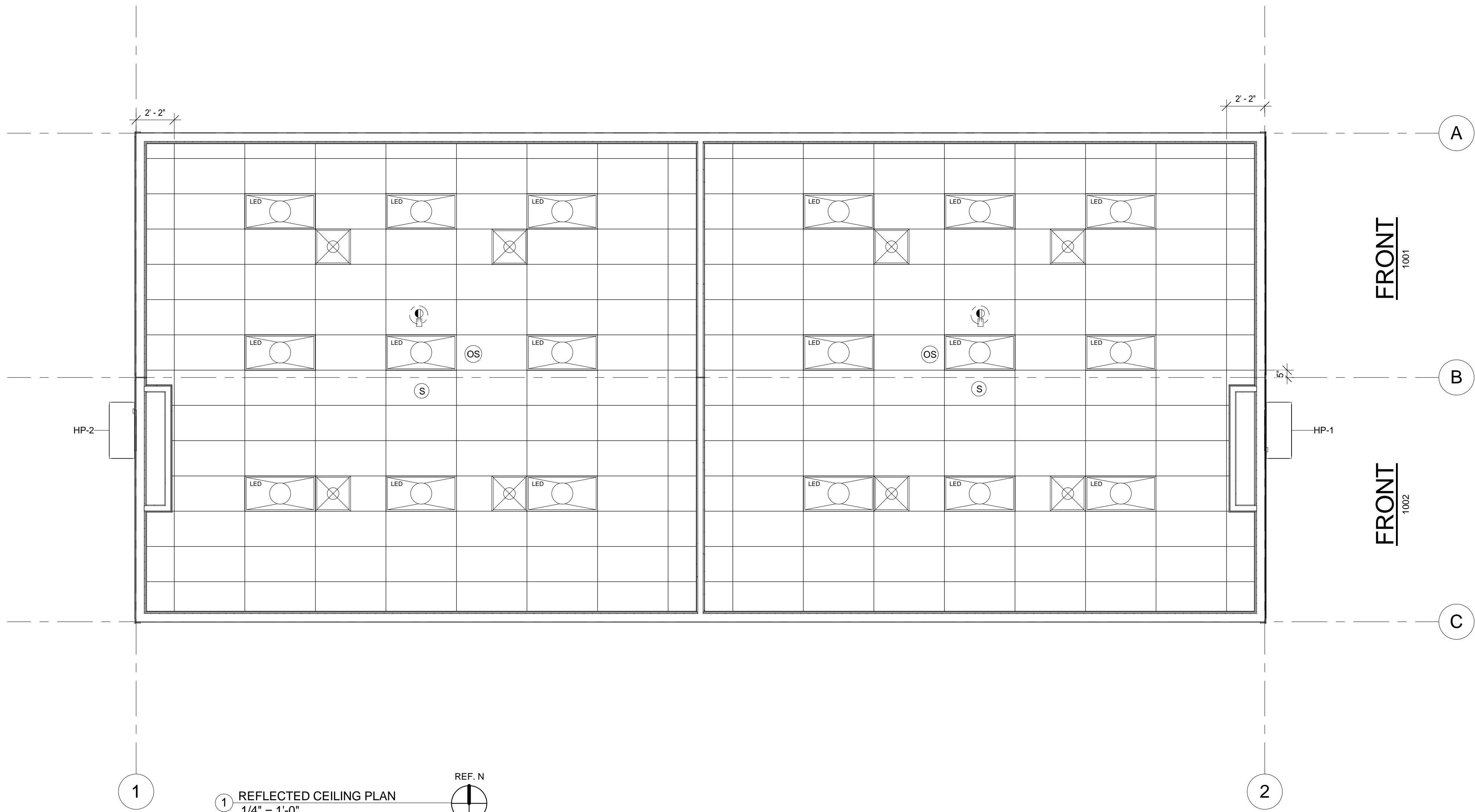
ROOF VENT CALCULATION:
27' 8 1/2" X64=1773 SQ. FT./300=5.91 SQ. FT. X 144= 851.04 SQ. IN. REQUIRED
VENTING PROVIDED:
132 FT. PERFORATED HARDI SOFFIT @ 5 SQ. IN./LF = 660 SQ.IN.
66 FT. ALUMINUM RIDGE VENT @ 21 SQ.IN./LF. = 324.00 SQ.IN.
TOTAL PROVIDED 945.72 SQ.IN.

SKIRTING PACKAGE: (SHIP LOOSE)
(16) 4X 8' X1/2" PAINTED PT CDX PLYWOOD WITH CORNERS
(8) 8' X 16" VENTS

FOUNDATION VENT CALCULATION:
27' 8 1/2" X64=1773 SQ. FT./1500=1.18 SQ. FT. X 144= 169.92SQ. IN. REQUIRED
VENTING PROVIDED:
8 SCREENED FOUNDATION VENTS @ 75 SQ. IN. EA.= 600.00 SQ.IN.
TOTAL PROVIDED 600.00 SQ.IN.



RELEASE: PERMIT		S/N: 0317-119-127		STD PLAN No:		DRAWN BY: MDP		REVISED BY:		CHKD BY:		No.		No.		DATE		BY	
CUSTOMER NAME: ARIES BLDG. SYSTEMS		PROJECT NAME: 28X64 MODULAR CLASSROOM		PROJECT DESC: EXTERIOR ELEVATIONS		SHEET NAME:		1429 SMOKEY POINT BLVD., SUITE 100, BAYVIEW, WA 98271		PH. 360.653.5790		WWW.WHITLEYMAN.COM		MOBILE AND MODULAR BUILDINGS		WHITLEY EVERGREEN, INC.		THIS DRAWING AND ALL INFORMATION CONTAINED HEREON IS THE PROPERTY OF WHITLEY EVERGREEN INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE EXPRESS WRITTEN PERMISSION OF WHITLEY EVERGREEN INC. WHITLEY EVERGREEN ASSUMES NO RESPONSIBILITY FOR UNAUTHORIZED USE OF THIS DRAWING.	
JOB NUMBER: 4341		SHEET No.: A-2.0		DATE: 4-3-17		SCALE: 1/4" = 1'-0"		PLOT STAMP: 4/17/2017 11:24:59 AM											



REFLECTED CEILING PLAN LEGEND

NOTE: SUSPENDED CEILING GRID (2x4 GRID) W/ ARMSTRONG "CORTEGA" #769A CEILING TILES. INSTALL CEILING PER IBC SECTION 808, ASTM C 635, & ASTM C 636. IN PLACE OF 2" WALL ANGLE, INSTALL 7/8" WALL ANGLE W/ ARMSTRONG BERC CLIPS ON TWO ADJOINING WALLS. RIVET CROSS TEES TO OPPOSITE WALL ANGLES. ENSURE SITE INSTALLED CROSS TEES AT MATELINE ARE SECURELY FASTENED. SEE NWCB TECHNICAL FIELD DETAIL #401 FOR ADDITIONAL DETAILS AND INFORMATION.

- SUPPLY AIR DIFFUSER, 24"x24"
DUCTED, LAY IN STYLE
- RECESSED (GRID CEILING)
LED LIGHT W/ DIFFUSER
- OCCUPANCY SENSOR, FOR CONTROLLED RECEPTACLE
- SMOKE DETECTOR
BY OTHERS
- CEILING MOUNTED DUPLEX RECEPTACLE
- 2X4 SUSPENDED CEILING GRID
WITH ACCOUSTIC TILES

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JOB NUMBER:
4341

SHEET No.:
A-3.0

DATE:
4-3-17

SCALE: 1/4" = 1'-0"

WHITLEY EVERGREEN, INC.
MOBILE AND MODULAR BUILDINGS

14219 SMOKEY POINT BLVD.,
SUITE 100
MARYSVILLE, WA 98271
PH. 360.653.5790
FAX 360.653.6274
WEB: WWW.WHITLEYMAN.COM

CUSTOMER NAME: **ARIES BLDG. SYSTEMS**

PROJECT NAME: **28X64 MODULAR CLASSROOM**

PROJECT DESC: **REFLECTED CEILING**

SHEET NAME:

RELEASE: **PERMIT**

S/N: 0317-119-127

STD PLANING:

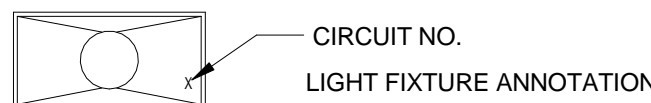
DRAWN BY: **MDP**

REVISED BY:

CHKD BY:

No.	DESCRIPTION	DATE	BY
2	PERMIT	4-13-17	
1	PRELIM	4-5-17	

LIGHTING FIXTURES



LED FIXTURE 2x4 LAY IN TROFFER
CREE ZR24-40L-35-CMA OR EQUAL
LED W/ INTEGRAL MOTION AND AMBIENT SENSORS
AND WIRELESS COMMUNICATION 120V 44VA

EXTERIOR WALL MOUNT FLUORESCENT
HARRIS 300 FLUORESCENT W/ PHOTOCELL AND 90 MIN. BATTERY
120V 26VA MOUNT 6'-8"

LIGHTING CONTROLS

S SMART SWITCH, CREE # CWS-CWC 120V,
MOUNT @ 48" AFF (U.N.O.)

POWER AND COMM DEVICES

OS OCCUPANCY SENSOR, CEILING MOUNT LOW VOLTAGE W/ POWER PACK
FOR CONTROLLED RECEPTACLES

PP 6 POWER PACK FOR CONTROLLED RECEPTACLES,
CONTROLLED CIRCUIT NUMBER ADJACENT TO PACK

Split wired duplex receptacle occupancy sensor controlled
LEVITON CRO20-1PI (IVORY RECEPT) W/ ENGRAVED LABEL INDICATING
"CONTROLLED" W/ SYMBOL, 120V 20A MOUNT AT 18" AFF (U.N.O.)

DUPLX GFCI WEATHER RESISTANT RECEPTACLE, 20A
W/ WEATHER PROOF IN-USE COVER, MOUNT AT 18" AFF (U.N.O.)

CEILING MOUNT SPLIT WIRED DUPLX RECEPTACLE
LEVITON CRO20-1PI, 20A

HARDWIRE CONNECTION,

THERMOSTAT-BARD 8403-060
MOUNT AT 48" AFF (U.N.O.)

ELECTRICAL PANEL 120/208V
SQUARE D HOM2040M20TCC

DATA OUTLET-SINGLE GANG, DEVICE AND WIRING ON SITE BY OTHERS,
ROUGH IN ONLY
- PROVIDE 4SQ BACK BOX W/ SINGLE GANG MUDRING
- PROVIDE 3/4" CONDUIT UP AND DOWN

FIRE ALARM DEVICES

PAINT ALL FIRE ALARM BOXES SUBSTANTIALLY RED INSIDE AND OUT, ALL SYSTEM
DEVICES AND WIRING SHALL BE SUPPLIED AND INSTALLED BY OTHERS ON SITE UNDER
LOCAL PERMIT

HS HORN STROBE ROUGH IN 4S BOX W/ SG MUD RING
1/2" FMC CONDUIT TO ABOVE CEILING +82"

HS HP HORN STROBE ROUGH IN 4S BOX W/ SG MUD RING
1/2" FMC CONDUIT TO ABOVE CEILING +82"

F PULL STATION ROUGH IN 4S BOX W/ SG MUD RING
1/2" FMC CONDUIT TO ABOVE CEILING +48"

S SMOKE DETECTOR ROUGH IN: 4OD BOX W/ CADDY BAR, SUPPLIED
AND INSTALLED BY OTHERS

GENERAL
1. ALL DIMENSIONS ARE IN INCHES FROM FINISH FLOOR TO CENTER OF BOX UNLESS
NOTED OTHERWISE

2. DEFINITIONS: U.N.O. - UNLESS NOTED OTHERWISE
AFF - ABOVE FINISH FLOOR

3. ITALICS INDICATE WORK DONE ON SITE

ELECTRICAL
1. BUILDING TO BE WIRED IN MC, EMT, OR FLEX

2. TYPICAL WIRE SIZES:
15 AMP - #14 CU 30 AMP - #10 CU
20 AMP - #12 CU 35 AMP - # 8 CU

3. SERVICE ENTRANCE - BY OTHERS

4. ALL RECEPTACLES TO BE INSTALLED 18" A.F.F. TO CENTER OF RECEPTACLE,
UNLESS OTHERWISE SPECIFIED.

5. GROUND FAULT CIRCUIT PROTECTION REQUIRED FOR ALL RECEPTACLES IN WET
AREAS.

6. ALL CONDUCTORS AND CONDUITS SHALL BE SIZED AND INSTALLED TO COMPLY WITH
THE 2014 N.E.C. AND 2014 OESC

7. ELECTRICAL PANEL SUPPLIED BY SQUARE D. WHITLEY RECOMMENDS THAT SQUARE
D MAIN PANEL BE USED ON SITE TO ENSURE ALL EQUIPMENT IS COMPATIBLE FOR
COORDINATION.

8. ALL CONSTRUCTION MEANS AND METHODS SHALL COMPLY WITH NEC 2014, WAC 296-
46B AND 2014 OESC

9. ALL INDICATED WIRE SIZES BASED ON 75-DEG EQUIPMENT TERMINAL RATINGS
IN ACCORDANCE WITH NEC310-16. WHERE EQUIPMENT IS PROVIDED AT LESS THAN 75-
DEGREE, CONTRACTOR SHALL PROVIDE CONDUCTOR SIZE ADJUSTED ACCORDINGLY TO
REFLECT EQUIPMENT RATINGS.

10. MIN.50% OF RECEPTACLES SHALL BE CONTROLLED VIA OCCUPANCY SENSOR OR
TIME CLOCK PER WSEC C406.10. ANY NON CONTROLLED RECEPT MUST BE LOCATED
WITHIN 6'-0" OF A CONTROLLED RECEPT. CONTROLLED RECEPT SHALL BE MARKED WITH ENGRAVING BY RECEPT MFR, AS
"CONTROLLED"

11. LIGHT FIXTURES SHALL BE EQUIPPED W/ ENHANCED LIGHTING CONTROLS PER
WSEC C406.4 90% OF TOTAL INSTALLED LIGHTING POWER SHALL BE CAPABLE OF
CONTINUOUS DIMMING AND BE ADDRESSABLE

12. TOTAL LIGHTING POWER SHALL BE LESS THAN 75% OF AMOUNT CALCULATED PER
TABLES C405.4.2 (1) OR C405.4.2 (2) TO MEET WSEC C406.3 REDUCED LIGHTING
POWER

LIGHTING BUDGET CALCULATIONS

MAXIMUM ALLOWED INTERIOR LIGHTING WATTAGE (SPACE BY SPACE METHOD)

SPACE TYPE AREA VA/SF VA ALLOWED

CLASSROOM 1632 1.00 1632

TOTAL VA ALLOWED 1632 VA

LIGHT REDUCTION / REDUCED LIGHTING POWER (PER WSEC C406.3.1)

TOTAL VA ALLOWED x 0.75 = 0.75 x 1688 = 1224 VA ALLOWED PER
SECTION C406 ADDITIONAL EFFICIENCY OPTIONS

PROPOSED INTERIOR LIGHTING WATTAGE:
(18) LED TROFFERS AUTO DIMMABLE @ 44.0 VA 792

TOTAL PROPOSED INTERIOR LIGHTING VA 792 VA

PERCENTAGE OF INSTALLED INTERIOR LIGHTING CONFIGURED WITH ENHANCED
CONTROL FUNCTIONS (WSEC C406.4)

100% / 18 LIGHTS = 5.56% PER LIGHT, 18 LTS W/ ENHANCED CONTROLS. X 5.56 = 100%

MAXIMUM ALLOWED EXTERIOR TRADABLE LIGHTING WATTAGE:

TRADABLE SURFACE WATTS/LF LF VA ALLOWED

MAIN ENTRY 30 3 90

OTHER ENTRY 20 9 180

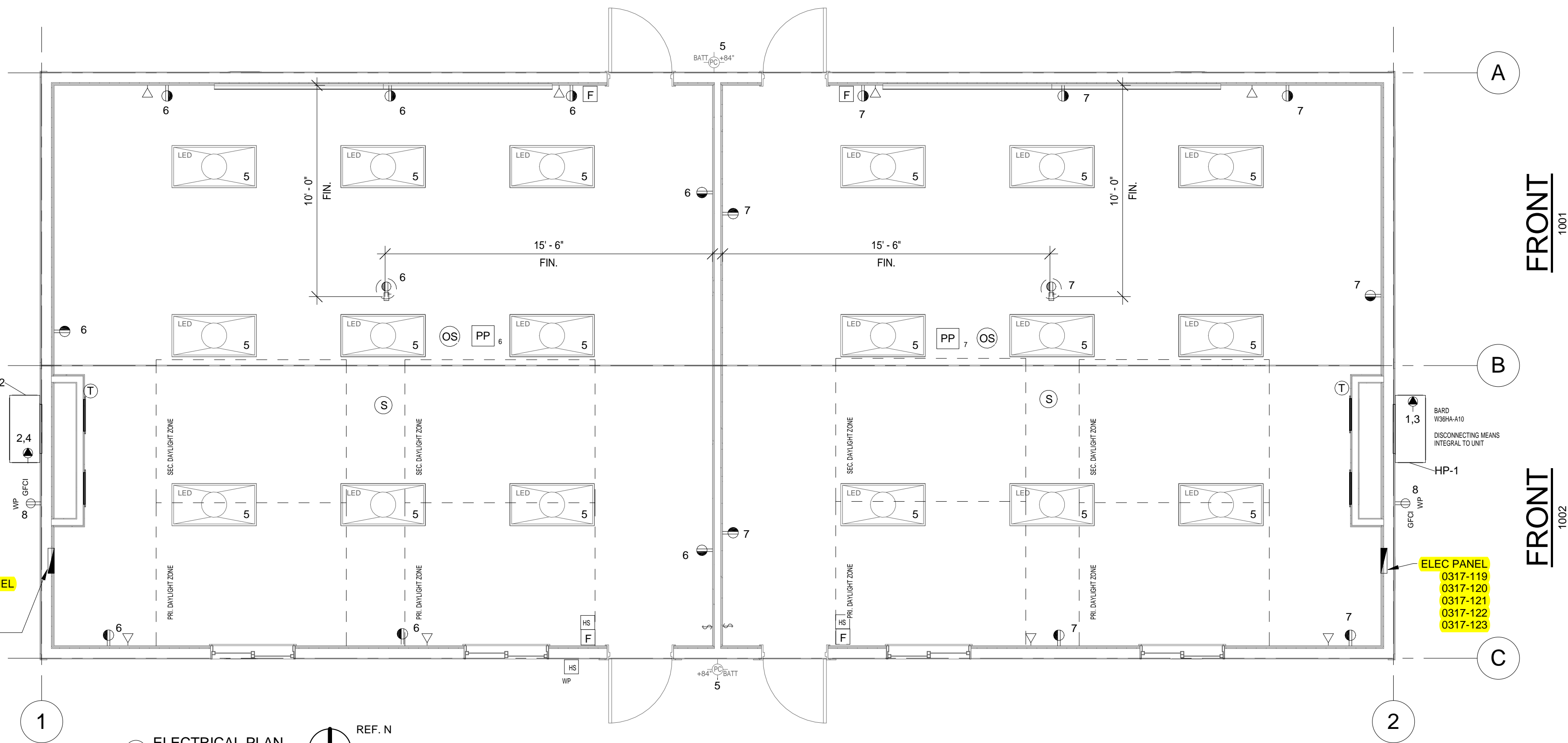
BASIC SITE ALLOWANCE ZONE 3 750

TOTAL VA ALLOWED 1020

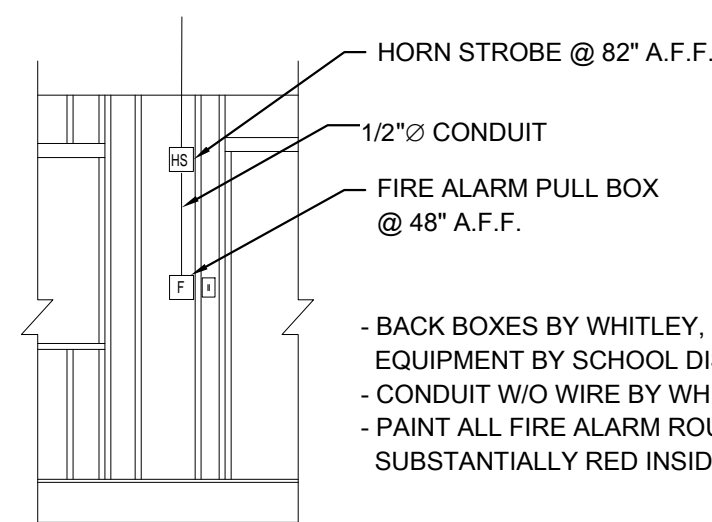
PROPOSED EXTERIOR LIGHTING WATTAGE:

(2) WALL MOUNT FLUORESCENT FIXTURES @26VA 52

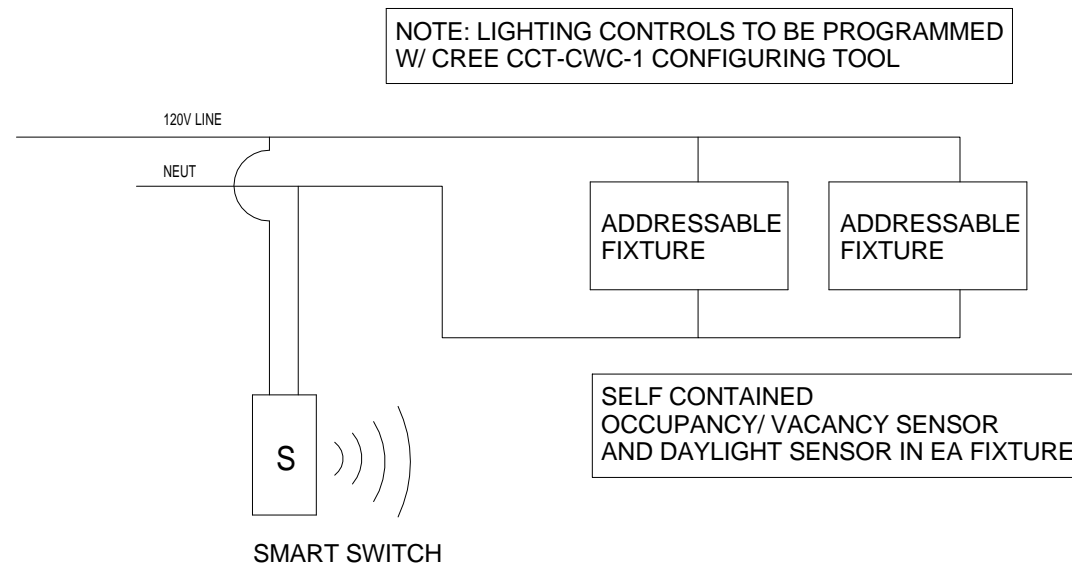
TOTAL PROPOSED LIGHTING VA 52



ELECTRICAL PLAN
1/4" = 1'-0"



- BACK BOXES BY WHITLEY,
EQUIPMENT BY SCHOOL DIST.
- CONDUIT W/O WIRE BY WHITLEY,
- PAINT ALL FIRE ALARM ROUGH IN BOXES
SUBSTANTIALLY RED INSIDE AND OUT



NOTE: LIGHTING CONTROLS TO BE PROGRAMMED
W/ CREE CCT-CWC-1 CONFIGURING TOOL

SELF CONTAINED
OCCUPANCY/VACANCY SENSOR
AND DAYLIGHT SENSOR IN EA FIXTURE

ALARM ROUGH-IN DETAIL

Branch Panel: P-1

Location: CLASSROOM 100
Supply From:
Mounting: Recessed
Enclosure: NEMA 1

Volts: 120/208 single
Phases: 1
Wires: 3

A.I.C. Rating: 10000
Mains Type: FIXED
Mains Rating: 200 A
MCB Rating: 200 A

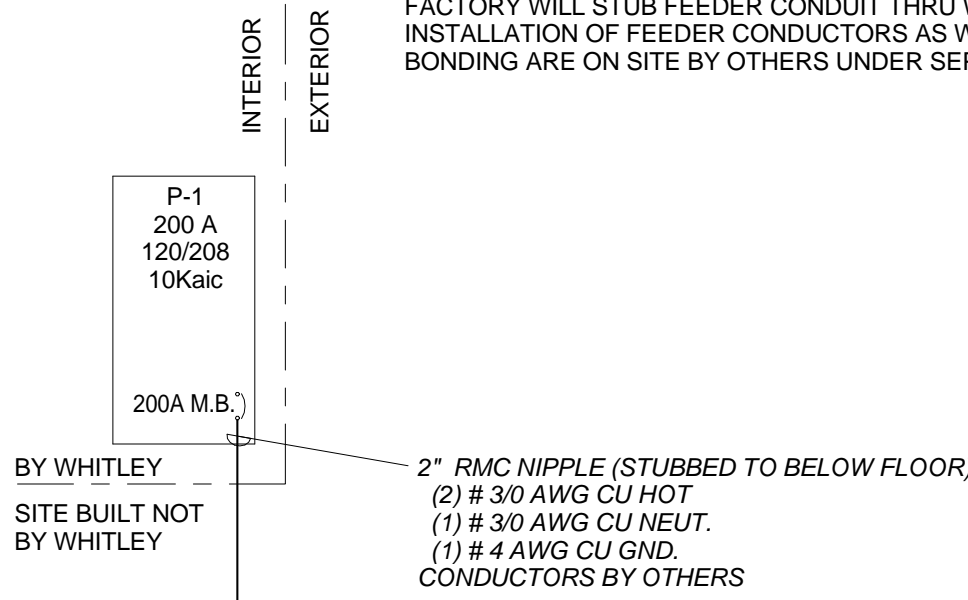
Notes:

CKT	Circuit Description	Trip	Poles	A	B	Poles	Trip	Circuit Description	CKT
1	HP-1	90 A	2	7640 VA	7640 VA	2	90 A	HP-2	2
3									4
5	LIGHTING: INT. EXT	20 A	1	844 VA	1620 VA	1	20 A	RECEPTACLES	6
7	RECEPTACLES	20 A	1		1620 VA	1	20 A	EXT. RECEPTACLES	8
9									10
11									12
13									14
15									16
17									18
19									20
21									22
23									24
25									26
27									28
29									30
Total Load:				17744 VA	17260 VA				
Total Amps:				170 A	166 A				

Legend:

Load Classification	Connected Load	Demand Factor	Estimated Demand	Panel Totals
Heating	20000 VA	100.00%	20000 VA	
Lighting	844 VA	125.00%	1055 VA	Total Conn. Load: 35004 VA
Receptacle	3600 VA	100.00%	3600 VA	Total Est. Demand: 36289 VA
Largest Motor	4296 VA	125.00%	5370 VA	Total Conn.: 168 A
Remaining Motors	6264 VA	100.00%	6264 VA	Total Est. Demand: 174 A

Notes:

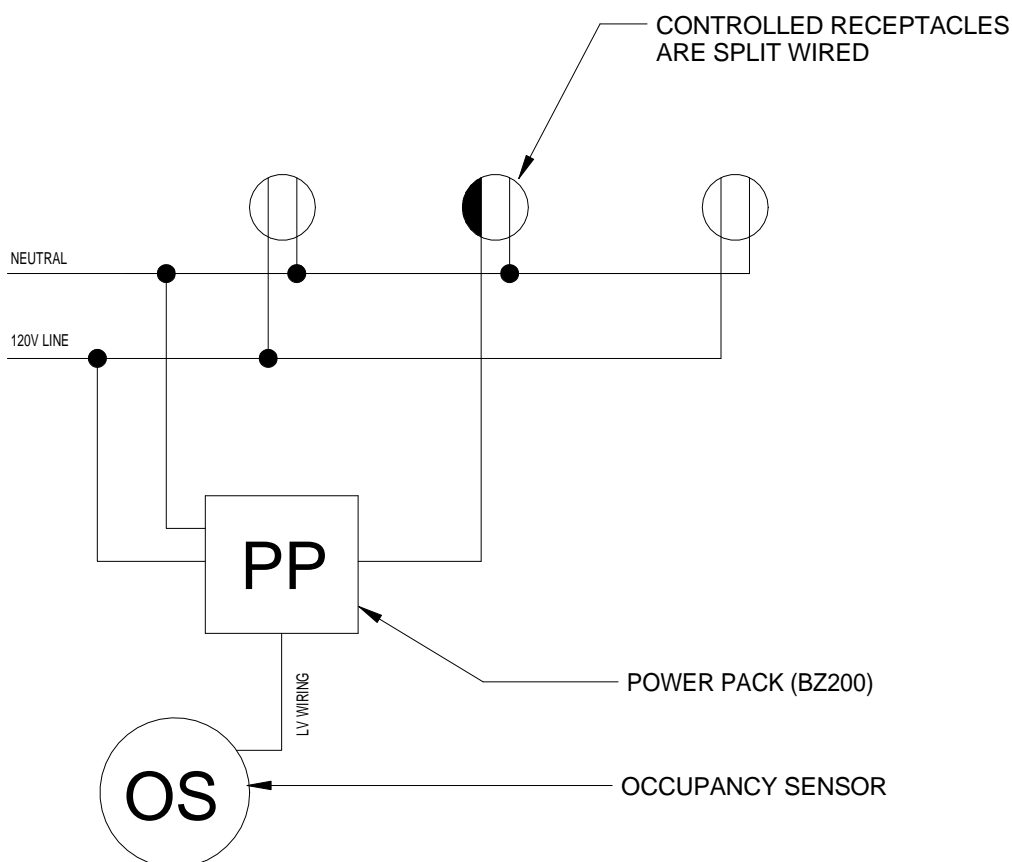


NOTE:
WHITLEY SCOPE OF WORK IS LIMITED TO INSTALLATION
OF PANEL AND BRANCH CIRCUITS WITHIN MODULAR BUILDING ONLY
FACTORY WILL STUB FEEDER CONDUIT THRU WALL ONLY
INSTALLATION OF FEEDER CONDUCTORS AS WELL AS ALL GROUNDING AND
BONDING ARE ON SITE BY OTHERS UNDER SEPARATE LOCAL PERMIT.

BY WHITLEY
SITE BUILT NOT
BY WHITLEY

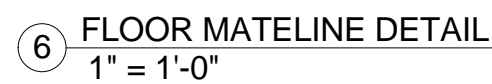
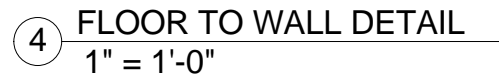
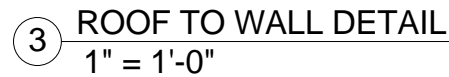
2" RMC NIPPLE (STUBBED TO BELOW FLOOR)
(2) # 3/0 AWG CU HOT
(1) # 3/0 AWG CU NEUT.
(1) # 4 AWG CU GND.
CONDUCTORS BY OTHERS

NOTES:
1. PANEL SHALL BE SERVICE ENTRANCE RATED
2. GROUNDING ELECTRODE CONDUCTOR SIZED
PER NEC TABLE 250.66
3. SERVICE ENTRANCE CONDUCTORS, CONDUIT TO BUILDING P.O.C.
TRANSFORMER (IF REQUIRED) INSTALLED BY OTHERS ON SITE
UNDER SEPARATE LOCAL PERMIT



POWER PACK (BZ200)

OCCUPANCY SENSOR



1 **ROOF/ CEILING ASSY:**

ROOFING: PARBO PREMIER ARCHITECTURAL SHINGLES OVER (2) LAYERS OF #15 FELT - HIGH WIND APPLICATION-ICE AND WATER SHIELD

SHEATHING: 7/16" OSB SHEATHING

FRAMING: 2"X12" RAFTERS @ 24" O.C.

INSULATION: R-38 UNFACED BATT WITH AIR BARRIER

VENTILATION: EAVES & ALUMINUM RIDGE VENT

CEILING: 1X5 FINGER JOINTED CEDAR - FUR OUT 1-1/2" ALL FOUR SIDES

FASCIA: 2" X 4" SUSPENDED CEILING WITH CORTEGA 7694 TILE

INSTALL PER IBC SECTION 808, ASTM C 635, & ASTM C636

INSTALL ARMSTRONG BERCOR CLIPS ON TWO ADJOINING WALLS. RIVET CROWN BOLTS TO OPPOSITE WALL ANGLES (SEISMIC R_x SUSPENSION SYSTEM (ICE-ESR-1308)

1-1/2" X 2" MICROLAM

RIDGEBEAM:

2 EXTERIOR WALL ASSY:

COVERING: 1/2" CALCUTTA TAN TACKBOARD -RELIEF CUT ABOVE/ BELOW
WINDOWS AND DOORS

SHEATHING: 5/8" TYPE-X GWB

INSULATION: 2"1" CONTINUOUS R-3 POLYISOCYANURATE (INTERIOR
SIDE), R-21 FIBERGLASS BATT

FRAMING: 2X6 HF STUD @ 16" O.C.

HOUSEWRAP: GRIP RITE E BUILDING WRAP

SIDING: 7/16" LP SMART PANEL SIDING 4' X 9' PANELS 8" O.C. NO
HORIZONTAL BREAKS IN SIDING EXCEPT AT ENDWALLS.

3 **INTERIOR WALL ASSY.**

COVERING: 1/2" CALCUTTA TAN TACKBOARD
SHEATHING: 5/8" TYPE-X GWB
INSULATION: R-11 UNFACED BATT INSULATION
FRAMING: 2X4 HF STD @ 16" O.C. FULL HT. TO BOTTOM OF RAFTERS

PLENUM WALL:

COVERING: 1/2" CALCUTTA TAN TACKBOARD
SHEATHING: 5/8" TYPE-X GWB
INSULATION: R-11 UNFACED BATT INSULATION
FRAMING: 2X4 HF STD @ 16" O.C. FULL HT. TO BOTTOM OF RAFTERS
SHEATHING: 5/8" TYPE-X GWB

4 FLOOR ASSY:

DECKING: COVERING AND BASE BY OTHERS
3/4" STURDI-FLOOR T&G OSB: GLUED AND
NAILED

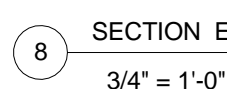
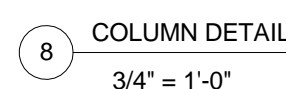
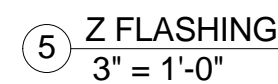
FRAMING: 2X8 HF #2 @ 16" O.C. TRANSVERSE

RIM JOIST: 1.25" X 7.25" LVL

INSULATION: R-30 UNFACED 2 LAYERS OF R-15

UNDERCLOSURE: MOBILEFLEX

- (18) TIE DOWN STRAPS INSTALLED IN FACTORY
- FOUNDATION BY OTHERS



8. STEEL BASE PLATE
1 1/2" = 1'-0"

AIR BARRIER SYSTEM:

ROOF: GRIP RITE "E" BUILDING WRAP AT UNDER SIDE OF RAFTERS, (EXTEND MEMBRANE 6" BEYOND OUTER EDGE OF ROOF RAFTERS TO ALLOW SEALING TO MEMBRANE ON EXTERIOR OF WALLS, LAP JOINTS TO MAINTAIN WATER BARRIER AT EXTERIOR, USE APPROVED SEAM TAPE) (PROVIDE FLAP OF MEMBRANE AT BUILDING MATE LINE TO ALLOW FOR SITE SEALING ACROSS MATE LINE)

WALLS: GRIP RITE "E" BUILDING WRAP AT EXTERIOR FACE OF WALL, SEAL TO WINDOW, DOOR, AND EXTERIOR PENETRATIONS PER MANUFACTURER'S INSTRUCTIONS. EXTEND BUILDING WRAP AROUND CORNERS AND SEAL WITH SEAM TAPE.

FLOOR: TONGUE AND GROOVE 3/4" STURD-I-FLOOR OSB AT TOP SIDE OF FLOOR JOISTS (APPLY CAULKING OR SILL SEAL AT UNDERSIDE OF EXTERIOR WALL SILL PLATES)

NOTE: SHIP LOOSE SEAM TAPE, AND SEALING MATERIALS FOR SITE CREW TO PROPERLY SEAL AIR BARRIER AT BUILDING MATELINES.

- APPLY SEAM TAPE TO FACE OF BUILDING WRAP AT VERTICAL MATE LINES AT BUILDING ENDS
- SEAL AND GASKET MATE LINE GAP AT FLOOR RIM JOISTS.
- SEAL UNDERSIDE OF CEILING AT MATELINE



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item E3)

Touch Date: 07/12/2022
Brief Date: 07/19/2022
Action Date: 08/02/2022

Department: Public Works
Presented By: Ken Gill

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:

Cota Street Parking Lot Construction
Project Award

☐

Ordinance

☒ Dept. Head

JH

☒

Resolution

☐ Finance Director

ATTACHMENTS:

- Resolution No. 1240-0622

☐ Attorney

- Bid Tabulation-(Open Bids 7/14/22)

☒

Motion

☒ City Clerk

☐

Other

☐ City Manager

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

Cota Street Parking Lot improvements consist of replacing the existing gravel parking lot with permeable pavers, landscaping, concrete basketball/pickle ball court, and a new access from Cota Street. The project design was completed and advertised for bids in the Shelton-Mason County Journal and Seattle Daily Journal of Commerce in June 2022, as well as posted on the Builder's Exchange of Washington website and the City Bidding Opportunities webpage.

Staff will open bids on July 14th and the bid tabulation will be provided at the July 19th council meeting. Staff will also reach out to our funding partner (Washington State Department of Commerce) to confirm that it is acceptable to award the project and ask for additional funding if bids exceed the budget described below.

ANALYSIS/OPTIONS/ALTERNATIVES:

Decline to award the contract to the responsible low bidder, not complete the project and repay \$81,477 in grant funding.

BUDGET/FISCAL INFORMATION:

Staff successfully secured two grants for this project, the Washington State Department of Commerce (\$277,340) and Shelton Centennial Lions Club (\$4200). \$195,862.50 is remaining in the Washington State Department of Commerce end of May 2022 as the grant allowed for reimbursement of design costs. The 2022 budget includes \$51,000 from the Transportation Benefit District, \$21,000 from the General Fund and \$20,000 from the storm drainage capital fund. There is \$200,000 carry over from 2021 budget. The supplemental budget amendment approved on 7-5-22 added \$50,000 from the General Fund to the project budget. There is \$537,862.50 budgeted for the project. \$447,814 is the engineers estimate for base bid with of additional \$73,516 of scope provided by city forces (hauling, landscaping/drip irrigation, traffic control and potholing) for a total estimated project cost of \$521,330.

STAFF RECOMMENDATION/MOTION:

Staff recommends: "I move to place Resolution No. 1240-0622 on the August 2nd, 2022 action agenda for further consideration".

RESOLUTION NO. 1240-0622

**A RESOLUTION OF THE COUNCIL OF THE CITY OF SHELTON, WASHINGTON
AUTHORIZING THE CITY MANAGER TO APPROVE A PUBLIC WORKS CONTRACT WITH INSERT
CONTRACTOR NAME FOR COMPLETION OF THE COTA STREET PARKING LOT PROJECT**

WHEREAS, an Invitation to Bid was advertised in the Shelton-Mason County Journal on June 23 and 30, 2022 and the Seattle Daily Journal of Commerce on June 21 and 28, 2022;

WHEREAS, the City received INSERT # OF bids in response to the Invitation to Bid, which were opened on July 14th, 2022; and

WHEREAS, INSERT had the lowest responsible bid of \$INSERT DOLLAR AMOUNT,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Shelton that the City Manager is authorized to sign the Public Works Contract with INSERT for the completion of the Cota Street Parking Lot Project, and the Public Works Director is authorized to execute change orders up to ten percent of the original Contract amount.

INTRODUCED on the 19th day of July 2022 and **PASSED** by the City Council at its regular meeting held on this 2nd day of August 2022.

ATTEST:

Mayor Onisko

City Clerk Nault



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item F1)

Touch Date: 06/23/22
Brief Date: 07/05/22
Action Date: 07/19/22

Department: Public Works
Presented By: Ken Gill

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:
Resolution No. 1237-0522
6-Year TIP

☒ Dept. Head

JOH

☐ Finance Director

☐ Attorney

☒ City Clerk

☐ City Manager

ATTACHMENTS:

- Resolution No. 1237-0522 with Spreadsheet Attachment
- Informational Map
- Public Hearing Notice
- TIP Definition Codes

☐

Ordinance

☒

Resolution

☒

Motion

☐

Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

Per RCW 35.77.010, the purpose of the 6-Year Transportation Improvement Program (TIP) is, "...to assure that each city and town shall perpetually have available advanced plans looking to the future for not less than six years as a guide in carrying out a coordinated transportation program".

The TIP is used by several state and federal agencies and serves multiple purposes. It is mainly for local agencies to prioritize their transportation projects anticipated to be done during the next six years, as well as for the Washington State Department of Transportation (WSDOT) to know what projects are anticipated, to list those projects that have federal and/or state funding secured, to identify those projects that are anticipating state or federal funding that is not yet secured, and to allow WSDOT to create a list of projects for the statewide Transportation Improvement Program (STIP). Federally funded projects must be incorporated into the STIP before money will be disbursed to a local agency. Washington State Law requires the annual adoption of the 6-Year TIP take place after a public hearing, and to submit the adopted 6-year TIP to WSDOT within 30 days of its passage.

ANALYSIS/OPTIONS/ALTERNATIVES:

This is a requirement of Washington State.

BUDGET/FISCAL INFORMATION:

N/A

PUBLIC INFORMATION REQUIREMENTS:

Public Notice for the Public Hearing was published in the Shelton Mason County Journal, as required by Washington state law. Further information can be obtained through the Public Works Department.

STAFF RECOMMENDATION/MOTION:

Staff recommends: "I move to adopt Resolution No. 1237-0522 and the 6-Year TIP".

RESOLUTION NO. 1237-0522

A RESOLUTION OF THE CITY OF SHELTON, WASHINGTON ADOPTING THE COMPREHENSIVE SIX (6) YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE CITY OF SHELTON FOR THE YEARS 2023 THROUGH 2028.

WHEREAS, a study has been completed by the City Engineering Department and approved by the City Manager in which a Comprehensive Six (6) Year Transportation Improvement Program has been prepared for the six (6) year period 2023 through 2028, that shows the street locations, improvements that are to be made within the six (6) year period, and the estimated cost of each improvement; and

WHEREAS, the City Council of the City of Shelton held a public hearing on the Comprehensive Six (6) Year Transportation Improvement Program at 6:00 pm on the 5th day of July 2022 in an open public meeting; and

WHEREAS, public comment received was considered and incorporated, if applicable, into the Plan prepared by the City of Shelton relative to the Comprehensive Six (6) Year Transportation Improvement Program for the City of Shelton.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Shelton, Washington, as follows:

1. That the attached table be adopted as the Comprehensive Six (6) Year Transportation Improvement Program for the City of Shelton.
2. That the table attached hereto is hereby incorporated by reference and made a part of this Resolution.
3. That this adoption of a Transportation Improvement Program is for the purpose of complying with the provisions of RCW 35.77, 36.81, 46.68, and 47.26 relating to the planning and financing of street and highway programs.

INTRODUCED AND PASSED by the City Council of the City of Shelton on this 19th day of July 2022.

ATTEST:

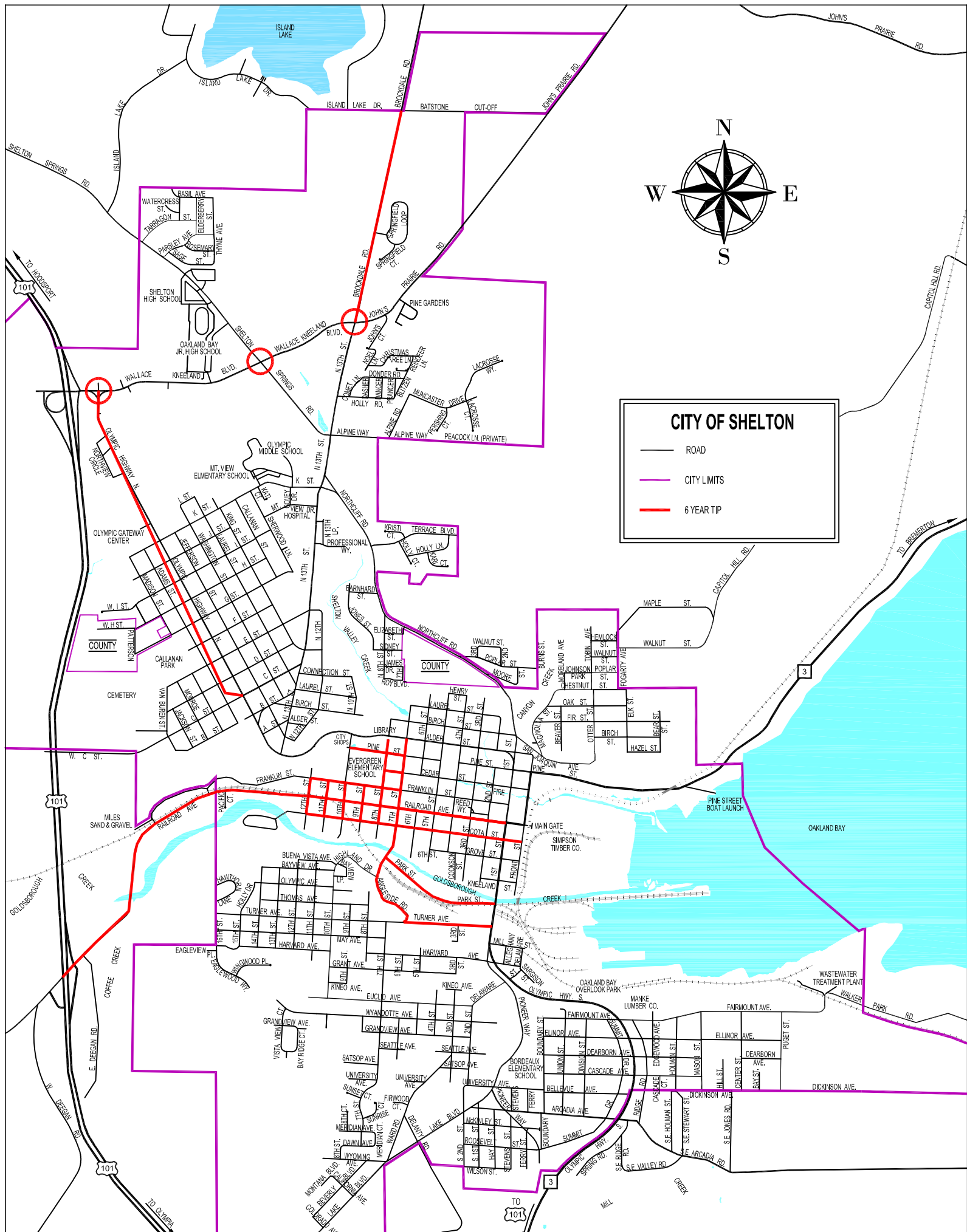
Mayor Onisko

City Clerk Nault

Priority Number	Project Name	Project Limits		Description	Funding Status	Federal Aid Number	Estimated Project Cost	Estimated City Contribution	Functional Class	Improvement Type														Utilities								Environmental Classification	R/W Needed? (Acquisition Date)
		Beginning	End																														
										New Construction (01)	Relocation (02)	Reconstruction (03)	Major Widening (04)	Minor Widening (05)	Other Enhancements (06)	Resurfacing (07)	New Bridge (08)	Bridge Replacement (09)	Bridge Rehabilitation (10)	Minor Bridge Rehabilitation (11)	Safety (12)	Environmental (13)	Other	Water	Sewer	Power	Gas	Cable TV	Telephone	Other			
1	Western Gateway - Railroad Avenue 5640	7th Street	Pacific Court (City Limits)	Roadway improvements including pavement and water main replacement, storm drainage, illumination, sidewalk and ADA access	S		\$4,354,580	\$3,276,733	14						06	07								32	W	S	P	G	C	T	O	CE	NO
2	Wallace-Kneeland Blvd 5439 / Shelton Springs Road 5432			Roundabout at Wallace-Kneeland and Shelton Springs	P		\$3,022,326	\$3,022,326	16												12		32									CE	NO
3	Wallace-Kneeland Blvd 5439 / N. 13th Intersection 5435			Roundabout at Wallace-Kneeland and North 13th Street	P		\$2,736,766	\$2,736,766	16												12		32	W	S	P	G	C	T	O	CE	YES	
4	Western Gateway - 7th Street 5426	Alder Street	Cota Street	Roadway improvements including paving, sidewalks and ADA access, intersection improvements including signalization	P		\$750,000	\$75,000	17					05		07							32	W	S	P	G	C	T	O	CE	NO	
5	North Shelton Interchange Upgrade	SR101	Wallace-Kneeland Blvd	Roadway improvements including widening, channelization and intersection improvement	P		\$3,200,000	\$0	12					05		07			10		12			W	S	P	G	C	T	O	EIS	NO	
6	Brockdale Road 5435	Wallace-Kneeland Blvd	N City Limits	Roadway improvements including pavement stabilization, storm drainage, landscaping, sidewalk and ADA access	P		\$1,500,000	\$1,500,000	17			03		05	06	07					12		32	W	S	P	G	C	T	O	CE	NO	
7	Western Gateway Phase C - West Downtown	7th to 12th	Alder to Cota	Roadway improvements including paving, illumination, sidewalks and ADA access	P		\$2,000,000	\$2,000,000	14						06	07							32	W	S	P	G	C	T	O	CE	NO	
8	Olympic Highway North 5465	"K" Street	Wallace-Kneeland Blvd	Roadway improvements including pavement grinding and overlay	P		\$1,800,000	\$1,800,000	14			03				07								W	S	P	G	C	T	O	CE	NO	
9	Access Shelton Phase VI, Olympic Highway North 5465	"C" Street	"K" Street	Roadway improvements including pavement grinding, overlay, illumination, sidewalk and ADA access upgrades	P		\$4,000,000	\$4,000,000	14			03			06	07							32	W	S	P	G	C	T	O	CE	NO	
10	Railroad Avenue 5640	1st Street	7th Street	Roadway improvements including pavement replacement, ADA access upgrades and intersection improvements	P		\$4,000,000	\$400,000	14							07					12		32	W	S	P	G	C	T	O	CE	NO	
11	Cota Street	Front Street	7th Street	Roadway improvements including pavement, road base, storm drainage, illumination, channelization, landscaping, sidewalk and ADA access	P		\$2,000,000	\$2,000,000	16			03		05	06								32	W	S	P	G	C	T	O	CE	NO	
12	Turner Avenue 5434	1st Street	Angleside Road	Roadway improvements including paving, channelization, storm drainage, illumination & pedestrian walkway	P		\$1,000,000	\$1,000,000	17						06	07					12		32	W	S	P	G	C	T	O	CE	NO	
13	Park Street	1st Street	7th Street	Roadway improvements including storm drainage, sidewalk and ADA access	P		\$2,000,000	\$2,000,000	17						06						12			W	S	P	G	C	T	O	CE	NO	
14	Angleside Road 5426 / 7th Street	Cota Street	Turner Avenue	Guardrail, pedestrian walkway, intersection reconstruction, ROW acquisition, pavement, road base, storm drainage, illumination	P		\$3,000,000	\$3,000,000	17			03			06	07					12		32	W	S	P	G	C	T	O	CE	YES	
15	Railroad Avenue 5640	City Limits	Hwy 101 Park & Ride	Roadway improvements including overlay, sidewalk and ADA access	P		\$2,000,000	\$0	14					05	06	07			10				32	W	S	P	G	C	T	O	CE	NO	
0	Local Roads Safety Plan Improvements/ADA Transition Plan	City Wide		Upgrade ADA facilites on public streets and parks	P		\$30,000	\$30,000	00														32									CE	NO
0	Transportation/Signage Improvement Plan	City Wide		Update TIF and signage to current standards	P		\$250,000	\$250,000	00												12											CE	NO
0	Pavement Maintenance Program-Brockdale Road	Wallace-Kneeland Blvd	Batstone Cutoff Road	Overlay	S	TBD	\$278,000	\$37,530	00							07																CE	NO
0	Guardrail Replacement	City Wide		Upgrade guardrails to current standards	P		\$500,000	\$500,000	00												12											CE	NO
0	Pedestrian Crossing Improvements	Three locations		Rapid Flashing Beacons (7th and Franklin, 9th and RR Ave, Shelton Springs Road and Huff and Puff Trail)	S	TBD	\$890,292	\$120,189	00													32										CE	NO
0	Former Simpson RR Multiuse Path	Hwy 101	Kneeland Park	12' wide asphalt path with RRFB at RR Ave and 11th	P		\$2,000,000	\$100,000	00														32									CE	NO

\$41,311,964 \$27,848,971

Priority Number	Project Name	Project Phase												Expenditure Schedule (\$1,000)					
		Preliminary Engineering (Planning)				Right-of Way (Equip Purchase)				Construction				Year 1 (2023)	Year 2 (2024)	Year 3 (2025)	Year 4 (2026)	Year 5 (2027)	Year 6 (2028)
		Start Date	Estimated Phase Cost	Outside Funding Source	Outside Contribution (%)	Start Date	Estimated Phase Cost	Outside Funding Source	Outside Contribution (%)	Start Date	Estimated Phase Cost	Outside Funding Source	Outside Contribution (%)						
1	Western Gateway - Railroad Avenue 5640	2020	\$399,446							2022	\$4,126,134	TIB	23%	\$3,126	\$1,000				
2	Wallace-Kneeland Blvd 5439 / Shelton Springs Road 5432	2024	\$202,166							2024	\$2,820,160				\$200	\$2,820			
3	Wallace-Kneeland Blvd 5439 / N. 13th Intersection 5435	2025	\$202,166			2026	\$65,000			2027	\$2,469,600					\$202	\$65	\$2,469	
4	Western Gateway - 7th Street 5426	2026	\$112,500							2027	\$637,500						\$112	\$638	
5	North Shelton Interchange Upgrade	2026	\$480,000							2027	\$2,720,000							\$480	\$2,720
6	Brockdale Road 5435	2027	\$30,000							2028	\$278,000								
7	Western Gateway Phase C - West Downtown	2028	\$300,000							2029	\$1,700,000								
8	Olympic Highway North 5465	2029	\$270,000							2030	\$1,530,000								
9	Access Shelton Phase VI, Olympic Highway North 5465	2030	\$600,000							2030	\$3,400,000								
10	Railroad Avenue 5640	2031	\$600,000							2031	\$3,400,000								
11	Cota Street	2032	\$300,000							2032	\$1,700,000								
12	Turner Avenue 5434	2033	\$150,000							2033	\$850,000								
13	Park Street	2034	\$300,000							2034	\$1,700,000								
14	Angleside Road 5426 / 7th Street	2035	\$450,000							2035	\$2,550,000								
15	Railroad Avenue 5640	2036	\$300,000							2036	\$1,700,000								
0	Local Roads Safety Plan Improvements/ADA Transition Plan	2022	\$30,000							2022				\$30					
0	Transportation/Signage Improvement Plan									2023	\$250,000			\$42	\$42	\$42	\$42	\$42	\$42
0	Pavement Maintenance Program-Brockdale Road									2022	\$278,000	STBG-U	86.5%	\$278	\$400	\$400	\$400	\$400	\$400
0	Guardrail Replacement									2022	\$500,000			\$83	\$83	\$83	\$83	\$83	\$83
0	Pedestrian Crossing Improvements									2022	\$890,292			\$148	\$148	\$148	\$148	\$148	\$148
0	Former Simpson RR Multiuse Path	2025	\$461,000							2026	\$1,539,000	WSDOT PB	100.0%						





CITY OF SHELTON
525 WEST COTA STREET
SHELTON, WASHINGTON
(360) 426-4491

**NOTICE OF
PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the City Council of the City of Shelton, Washington, is declaring its intention to hold a Public Hearing on Tuesday, July 5, 2022, at 6:00 p.m., at the Shelton Civic Center to hear testimony regarding the proposed Six (6) Year Transportation Improvement Program for the City of Shelton. All persons who desire to give testimony regarding the proposed program should appear before the Council and present their testimony at said hearing to be held at the Shelton Civic Center, 525 West Cota Street. Copies of the proposed plan are available from the Public Works Department.

Interested persons may appear and present their testimony at the hearing, or written comments may be submitted to the City Clerk, City of Shelton, 525 W. Cota Street, Shelton, WA 98584 or emailed to donna.nault@sheltonwa.gov, no later than 5:00 p.m., on Tuesday, July 5, 2022.

Six Year Transportation Improvement Program Definition of Information Codes

The following descriptive codes are used in the TIP program provided by WSDOT. The following is a list of the meaning of various codes used in the TIP table.

Functional Classification

Urban (Over 5000 population)

- 00 – No Classification
- 11 – Interstate
- 12 – Freeways & Expressways
- 14 – Other Principal Arterials
- 16 – Minor Arterial
- 17 – Collector
- 19 – Local Access

Improvement Type Codes

- | | |
|--|------------------------------------|
| 01 – New Construction on New Alignment | 08 – New Bridge Construction |
| 02 – Relocation | 09 – Bridge Replacement |
| 03 – Reconstruction | 10 – Bridge Rehabilitation |
| 04 – Major Widening | 11 – Minor Bridge Rehabilitation |
| 05 – Minor Widening | 12 – Safety/ Traffic Operation/TSM |
| 06 – Other Enhancements | 13 – Environmentally Related |
| 07 – Resurfacing | 32 – Non Motor Vehicle Project |

Funding Status

S - Project is **selected** by the appropriate selection body and **funding has been secured** by the lead agency.

P - Project is subject to selection by an agency other than the lead and is listed for planning purposes. (**Funding has not been determined.**)

Utility Codes

- W – Water
- S – Sewer (other than agency-owned)
- P – Power
- G – Gas
- C – Cable TV
- T – Telephone
- O – Other

Environmental Data Type

- EIS – Environmental Impact Statement
- EA – Environmental Assessment
- CE – Categorical Exclusion



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item F2)

Touch Date: 06/01/22
Brief Date: 07/05/22
Action Date: 07/19/22

Department: **Public Works**
Presented By: **Jay Harris**

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:
**TMG Sole Source for ProMinent
Fluid Controls, Inc.**

☐ Ordinance

☒ Dept. Head

JOH

☒ Resolution

☐ Finance Director

ATTACHMENTS:

☒ Motion

☐ Attorney

-Res 1239-0522

-Sole Source Letter from ProMinent

☐ Other

☒ City Clerk

☐ City Manager

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

ProMinent Fluid Controls, Inc. is a manufacturer of equipment, parts, and components largely used for municipal water and wastewater treatment. Both the main Wastewater Treatment Plant and the MBR at the satellite Water Reclamation Plant are equipped with pumps, parts, and components manufactured by ProMinent that are vital to the wastewater treatment process.

ProMinent Fluid Controls, Inc. has deemed TMG Services, located in Tacoma, as the exclusive municipal sales and service representative for the State of Washington and is the only authorized dealer to sell directly to local, county, and state governments, as shown in the attached Sole Source Letter provided by ProMinent Fluid Controls, Inc.

There are often times equipment needs to be serviced, repaired, or replaced due to its continual, repetitive use; the annual budget is prepared with this in mind in order to allow for the expenditures as the need arises. Although the expenses are budgeted, many of the purchase needs exceed the dollar threshold governed by the State that requires staff to seek quotes for purchases over \$7,500 or complete the formal bidding process for those over \$15,000, even though it is known that TMG Services is the only distributor and service provider for ProMinent Fluid Controls, Inc. Adopting Resolution No. 1239-0522 will formally deem TMG Services as the sole source for such purchases and service, and allow staff to quickly obtain the needed equipment or services without having to go through the lengthy bidding process.

ANALYSIS/OPTIONS/ALTERNATIVES:

N/A

BUDGET/FISCAL INFORMATION:

Purchases and service of equipment and parts is accounted for in the Maintenance and Repair lines of the Sewer Fund in the annual budget. Any equipment or service needs that exceed the budgeted amount will be brought to Council for approval.

PUBLIC INFORMATION REQUIREMENTS:

Information for this can be obtained through the Public Works Department.

STAFF RECOMMENDATION/MOTION:

Staff recommends: "I move to adopt Resolution No. 1239-0522 as presented".

RESOLUTION NO. 1239-0522

A RESOLUTION OF THE CITY OF SHELTON, WASHINGTON, DECLARING THE PURCHASE OF PROMINENT FLUID CONTROLS, INC. EQUIPMENT, PARTS, COMPONENTS, AND SERVICE TO BE CLEARLY AND LEGITIMATELY LIMITED TO A SOLE SOURCE THROUGH TMG SERVICES AND WAIVING COMPETITIVE BIDDING REQUIREMENTS FOR SUCH PURCHASES AND SERVICE NEEDS.

WHEREAS, ProMinent Fluid Controls, Inc. is a manufacturer of equipment, parts, and components largely used for municipal water and wastewater treatment; and

WHEREAS, both the Main Wastewater Treatment Plant and the Satellite Water Reclamation Plant are equipped with pumps, parts, and components manufactured by ProMinent Fluid Controls, Inc. that are vital to the wastewater treatment process; and

WHEREAS, ProMinent Fluid Controls, Inc. has deemed TMG Services, located in Tacoma, as the exclusive municipal sales representative for the State of Washington and is the only authorized dealer to sell directly to local, county, and state governments; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Shelton, Washington, as follows:

1. The City Council declares that purchase of ProMinent Fluid Controls, Inc. equipment, parts, components, and service is clearly and legitimately limited to a single source of supply because ProMinent Fluid Controls, Inc. is the only manufacturer for the desired equipment, and they have deemed TMG Services as the exclusive municipal sales representative and authorized dealer for the State of Washington.
2. Under RCW 39.04.280, the City Council waives competitive bidding requirements for the sole source purchases and service of ProMinent Fluid Controls, Inc. equipment, parts, and components for the City of Shelton.
3. The City Manager is authorized to execute purchase orders with TMG Services to acquire and service ProMinent Fluid Controls, Inc. equipment, parts, and components as necessary for the repair and upkeep of the Main Wastewater Treatment Plant and the Satellite Water Reclamation Plant.

PASSED by the City Council of the City of Shelton on this 19th day of July 2022.

Mayor Onisko

AUTHENTICATED BY:

City Clerk Nault

05-16-2022

Attn: Mr. Chris Norwood
City of Shelton WWTP
1000 West Pine
Shelton, WA 98484

Dear Mr. Norwood,

TMG Services is ProMinent's exclusive municipal sales representative for the State of Washington.

TMG Services is the only company in the State of Washington who is currently authorized by ProMinent Fluid Controls, Inc. to sell directly to local, county and state governments, contractors and/or system integrators. Be advised that ProMinent Fluid Controls, Inc. will honor new equipment warranties only when purchased and serviced through an authorized representative.

Please feel free to contact me with any questions or contact TMG Services directly at (800) 562-2310 for assistance.

Sincerely,



Chris LaCour
Western Municipal Sales Manager
Ph: (916) 413-5267
Lacour.chris@prominent.com

Cc: Jeff Harmon



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item F3)

Touch Date: 06/24/2022
Brief Date: 0705/2022
Action Date: 07/19/2022

Department: Finance
Presented By: Teri Schnitzer

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:

**2022 Master Fee Schedule
Update #2**

☐

Ordinance

☐ Dept. Head

☒ Finance Director 06/24/2022

☐ Attorney

☒ City Clerk 06/24/2022

☒ City Manager 06/24/2022

ATTACHMENTS:

- **Resolution No. 1238-0522**
- **Exhibit A - with track changes**
- **Exhibit A - clean copy**
- **Exhibit B - Traffic Impact Fee Schedule**

☒

Resolution

☒

Motion

☐

Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

This Resolution would supersede Resolution 1225-1221 that was adopted by City Council on February 15, 2022 due to necessary updates needed to the City's 2022 Master Fee Schedule. The City annually updates fees to incorporate changes in the cost to provide certain City services, update services provided for a fee/charge, and eliminate fees for services that are no longer relevant.

Fees and Charges for services such as animal licensing, parks and recreation, code enforcement, building and development, and permitting the general guiding principle is that these fees/charges may be set at a level that recovers all the direct and indirect costs associated with the activity, including administrative overhead.

Utility rates, Utility system charges, and Utility service fees should be set to recover the cost of operating the utility systems, in addition to charging for replacing equipment and adding or expanding facilities to meet regulations, future service demands, and setting aside for unforeseen events such as natural disasters. Revenues for fees and charges must meet the expenses of the system, in addition to setting aside reserves, to keep the utility operating in a fiscally responsible manner. Utility rates should also incorporate the utility's portion of indirect costs.

ANALYSIS/OPTIONS/ALTERNATIVES:

BUDGET/FISCAL INFORMATION:

PUBLIC INFORMATION REQUIREMENTS:

Information can be obtained from the City Clerk.

STAFF RECOMMENDATION/MOTION:

"I move that we approve Resolution No. 1238-0522 as presented."

RESOLUTION NO. 1238-0522

**A RESOLUTION OF THE CITY OF SHELTON, WASHINGTON
UPDATING AND ESTABLISHING THE CITY'S MASTER FEE SCHEDULE FOR FISCAL
YEAR 2022**

WHEREAS, it is the general policy of the City to establish fees that are reflective of the cost of services provided by the City; and

WHEREAS, it is best practice for the City's Master Fee Schedule be updated annually to reflect changes in the cost for certain City services or when changes to the fee schedule are necessary.

WHEREAS, the City's Master Fee Schedule approved through Resolution 1225-1221 on February 15th, 2022 is in need of an update due to a change in City practice since that date; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Shelton, Washington, as follows:

Section 1. Public Interest. The City Council for the City of Shelton, Washington finds that it is in the public interest to amend and supersede the previously adopted Master Fee Schedule to address costs associated with providing services.

Section 2. Supersede previous Resolutions. This resolution inclusive of Exhibit A and B attached hereto shall supersede in its entirety Resolution 1225-1221 approved by the Shelton City Council and set the City's 2022 Master Fee Schedule.

Section 3. Adjustments. The Shelton City Council amends the Master Fee Schedule to include Exhibit A and B

Section 4. Effective date. This resolution establishes updated fees in the Master Fee Schedule as provided in Exhibit A and B to be in effect on August 1, 2022.

INTRODUCED AND PASSED by the City Council of the City of Shelton on this 19th day of July 2022.

ATTEST:

Mayor Onisko

City Clerk Nault



City of Shelton

525 Cota Street

Shelton, Washington 98584

Master Fee Schedule

RESOLUTION ~~1225-1221~~[1238-0522](#)

Exhibit "A"

General Government.....	pg. 2
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Water.....	pg. 17



Type of Permit

Fee

General Government

Annual Report	\$10.00
Documents provided at Public Hearings	\$0.00 (within one year)
Audio Reproduction (when requested within one year of hearing). *Other than Police	\$10.00 (requested after one year of hearing date)
Video Reproduction * Other than Police	\$10.00
Copies	\$0.15 per page
Scanned copies to electronic format	\$0.10 per page
Files or attachments for electronic delivery	\$0.05 per four (4) attachments
Gigabyte of electronic records for transmission	\$0.10 per gigabyte
Storage media, container, envelope, postage and delivery charge	Actual Cost
R.C.W. 42.56.120 (2) (b) (c) and (e)	
New and renewal of Business License	\$50.00
Sexually Oriented Business License	\$100.00
Sexually Oriented Manager or Entertainer	\$50.00
Taxi Operator License (per operator)	\$40.00
Taxi Vehicle License (per vehicle)	\$40.00
Returned Check charge	\$40.00
VISA/MC chargeback	\$35.00
Special Event Permit	\$35.00 (An additional \$25.00 is due for applications received 25 business days or less prior to the event).
City Special Event services (barricades, garbage, etc.)	\$25.00 (per event, per service)
Displays on City message boards	\$30.00
Map Reproduction	Color 36 x 48 \$18.00 Color 24 x 36 \$12.00 Special Order 36 x 48 \$30.00 Special Order 24 x 36 \$20.00 Black Line \$1.00 (Per square foot)



Animal Shelter

Adoption Fee	\$100 <u>\$200</u> .00
Animal License (Yearly)	\$30.00
Animal License (Microchipped Pet Lifetime)	<u>\$100.00</u>
Spayed or Neutered (Yearly)	\$25.00
Service Dogs (Yearly)	No fee
Senior citizen 65 yrs. and older (Yearly)	\$15.00
Surrender of Dog - City residents only	\$40.00
Animal Impound (City residents)	First impoundment \$50.00 Second impoundment \$75.00 Third and subsequent impoundment \$150.00 All impound fees shall also be charged unpaid animal license fees.
Boarding fee (over 48 hours)	\$15.00 per/day (\$30.00 per/day after 48 hours)
Lost license or (transfer of license)	\$5.00(\$10.00)
Non-resident animal impound fee	First impoundment \$150.00 Second impoundment \$200.00 Third and subsequent impoundment \$250.00

Civic Center Rental

Damage Deposit	\$300.00
Kitchen	\$50.00
Black drapery	\$2.00 (per 10 foot section)
Staging	\$10.00 (use of 1 – 4 sections)
Equipment Rental	TV Monitor \$10.00 Multimedia Projector \$20.00
Coffee Service	\$25.00 (per gallon)
Meeting rooms	\$22.00 per hour for each 600 sq. ft.
Main meeting room	\$75.00 per hour
50% reduction in room rental for local government and non-profits during regular business hours	



Code Enforcement

Infraction Issued Fees including site visit(s), photos, file creation, documentation, etc. Plus itemized fees to include attorney costs, additional tracked staff time and costs, title searches, service, court filing fees, which may be included in the city request for abatement cost reimbursement per R.C.W. 35.21.955	\$68.00 minimum
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Parks and Recreation

Parks Master Plan	\$20.00
Ballfields and Playfields (Callahan Park/Loop Field.	Field Rental \$12.00 per hour Softball Field preparation \$20.00 each field
City recreation programs	Actual cost of program
Refunds	Before first class: %100 Before second class: %80 Before third class: %50 After third class: No refunds
Picnic Shelters	\$12.50 per hour. Two hour minimum, plus applicable fees for garbage, labor, misc.
Commercial Park (Use by individual, company, corporation, business or similar for the purposes of selling, distributing, or promotion.	\$25.00 per hour

Police Department

Fingerprints	\$15.00
Video Reproduction	\$10.00
Audio Reproduction	\$10.00
Weapons Permit	\$49.25
Weapons Permit renewal	\$32.00
Weapons Permit renewal – late application	\$42.00
Weapons Permit – replacement	\$10.00
Weapons Dealer Permit	\$125.00



Excess Alarm fee	\$25.00 after three (3) false alarms
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Community Development – Planning

** Technology Fee set at 4% of the applicable permit fee **

** If payment is made by credit card a processing fee of 2% will be added to the total. **

Address Assignment	\$100.00
Annexation	\$1,200.00 plus \$40.00 per acre or fraction thereof.
Appeal to the Hearing Examiner	Individual - \$1,000.00 H.O.A. - \$500.00
Boundary Line Adjustment	\$315.00
Comprehensive Plan Amendment	\$2,600.00
Comprehensive Plan document	\$35.00
Conditional Use Permit/Special Use Permit	\$2,700.00
SEPA	\$300.00
EIS	\$1,400.00 plus consultant costs
Fence	\$75.00 residential \$180.00 commercial
Forest Practices Application	\$350.00
Plat/Binding Site Plan	Preliminary: \$3,300.00 plus \$40.00 per lot Extension: \$200.00 Final: \$500.00 Administrative Amendments: \$200.00 Public Hearing Amendments: \$1,500.00
Planned Unit Development	Preliminary: \$3,000.00 plus \$25.00 per lot Extension: \$200.00 Final: \$500.00 plus \$30.00 per lot Administrative Amendments: \$200.00 Public Hearing Amendments: \$1,500.00
Parcel combination	\$320.00
Pre-submittal conference	\$150.00
RV/Tent Occupancy Application	\$45.00
Short Plat	\$920.00
Site Plan Review	\$1,200.00



Site Plan amendment	\$110.00
Variance Permit	\$2,700.00
Zone Change	\$2,400.00
Zoning Letter	\$45.00
Zoning Ordinance Text Amendment	\$435.00
Signs	\$50.00 when no building permit required \$55.00 per square foot valuation with building permit
<i>Shoreline Specific applications</i>	
Shoreline Management Program document	\$35.00
Shoreline Statement of Exemption	\$170.00
Substantial Development Permit	\$560.00 Public Hearing Required: \$2,300.00
Shoreline Conditional Use Permit	\$2,300.00
Shoreline Variance	\$2,300.00

Community Development – Building

** Technology Fee set at 4% of the applicable permit fee **

** If payment is made by credit card a processing fee of 2% will be added to the total. **

After Hours Inspections (Regular business hours 8am to 5pm Monday through Friday).	\$70.00 per hour (two hour minimum)
Re-inspection fee	\$70.00 per hour (one hour minimum)
Inspections for which no fee is specifically indicated.	\$70.00 per hour (one half hour minimum)
Additional plan review required for plan changes.	\$70.00 per hour (one half hour minimum)
Note: For the building fees above, or the total; hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved. Actual costs include administrative and overhead costs.	



<p>Building Valuation</p> <p>*NOTE: all footnotes of Building Valuation Data as published by ICC shall apply</p>	<p>1) New construction, and remodels greater than 50%: of "R" occupancies The City of Shelton will utilize the International Code Council's "Building Valuation Data Table" on a two year lag as published in the August edition of the Building Safety Journal. The square footage valuations from this table will be implemented on the first day of September following publication and remain in force through August of the following year.</p> <p>2) Private garages, storage buildings, green houses and similar structures shall be valued as Utility, Miscellaneous</p> <p>3) Remodels less than 50% shall be valued at 50% of the table value from the ICC Building Valuation Data for occupancy specified.</p>
Bulkheads	\$20.00 per cubic foot
<p>Building Permit</p> <p>NOTE: Washington State surcharge applies: \$25.00 Commercial, \$6.50 Residential.</p>	<p>Valuation:</p> <p>\$1.00 to \$500.00: \$25.00</p> <p>\$501.00 to \$2,000.00: \$25.00 and \$3.00 per each additional \$100 or fraction thereof and including \$2,000</p> <p>\$2,001.00 to \$25,000.00: \$70.00 and \$14.00 for each additional \$1,000 or fraction thereof to and including \$25,000</p> <p>\$25,000.00 to \$50,000.00: \$390.00 and \$10.00 for each additional \$1,000 or fraction thereof to and including \$50,000</p> <p>\$50,001.00 to \$100,000.00: \$640.00 and \$7.00 for each additional \$1,000 or fraction thereof to and including \$100,000</p> <p>\$100,001.00 to \$500,000.00: \$1,000.00 and \$6.00 for each additional \$1,000 or fraction thereof to and including \$500,000</p> <p>500,001.00 to \$1,000,000.00: \$3,400.00 and \$5.00 for each additional \$1,000 or fraction thereof to and including \$1,000,000</p> <p>\$1,000,000 and up: \$5,700 and \$7.00 for each additional \$1,000 or fraction thereof to and including \$1,000,000</p>
Maximum Building Permit fee	\$50,000.00



Early Foundation Permit/Early start agreement (Early foundation permit for commercial/industrial building will be deducted from permit fee upon full submittal.	25% of building permit fee
Demolition permit	\$120.00 plus State surcharge
Reroof – residential only	\$115.00
Reroof –commercial per square valuation is used to determine valuation	\$275.00 per square - Class A&B (hotmop/torchdown) \$250.00 per square - Composition(roll/3 tab) \$325.00 per square - Composition with plywood replacement \$300.00 per square - Metal \$275.00 per square - Shake \$300.00 per square - Shingle
Windows	\$25.00 first window, \$7.00 for each additional window
Reissuance of lost permit card	\$30.00
Reissuance of plan package or expired permit in same code cycle	\$140.00
Stock Plans	50% of the ICC fee
Solid Fuel/Gas insert	\$140.00
Hearing Examiner appeal	\$2,400.00
Request for Reconsideration	\$500.00
Investigation fee	\$70.00 per hour
Mechanical Permit	Each mechanical permit: \$25.00 FURNACE: For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such



	<p>appliance, up to and including 100,000 Btu/h (29.3kW): \$16.00</p> <p>For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3 kW): \$20.00</p> <p>For the installation or relocation of each floor furnace, including vent: \$16.00</p> <p>For the installation or relocation of each suspended heater, recessed wall heater on floor-mounted unit heater: \$16.00</p> <p>Appliance Vents: For the installation, relocation or replacement of each appliance vent and not included in an appliance permit: \$8.00</p> <p>Repairs or Additions: For the repair of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code: \$15.00</p> <p>Boilers, Compressors, and Absorption Systems:</p> <p>For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW): \$15.00</p> <p>For the installation or relocation of each boiler or compressor over three horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW): \$30.00</p>
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	<p>For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW): \$40.00</p> <p>For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW): \$60.00</p> <p>For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW): \$100.00</p> <p>Air Handlers: For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto: \$12.00</p> <p>Note: This fee does not apply to an air-handling unit, which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code for each air-handling unit over 10,000 cfm (4719 L/s): \$20.00</p> <p>Evaporative Coolers: For each evaporative cooler other than portable type: \$12.00</p> <p>Ventilation and Exhaust: For each ventilation fan connected to a single duct: \$8.00</p> <p>For each ventilation system which is not portion of any heating or air-conditioning system authorized by a permit: \$12.00</p>
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	<p>For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood: \$12.00</p> <p>Incinerators: For the installation or relocation of each domestic-type incinerator: \$20.00</p> <p>For the installation or relocation of each commercial or industrial-type incinerator: \$16.00</p> <p>Miscellaneous: For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table: \$12.00</p>
Mobile/Manufactured Home set-up	<p>Individual Lot: \$472.00 Park Set: \$165.00</p>
Mobile Home Title Eliminations	\$30.00
<p>Plan Review (All types other than Mechanical)</p> <p>*NOTE: Commercial kitchen based on project valuation of engineer's written estimate.</p>	<p>65% of Permit fee Mechanical only: 25% of Permit fee</p>
Plumbing Permit	<p>Each permit: \$25.00</p> <p><i>NOTE: Unit Fee Schedule in addition to above</i></p> <p>For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping, and backflow protection therefore): \$8.00</p> <p>For each building sewer and each trailer park sewer: \$16.00</p> <p>Rainwater systems per drain (inside building): \$8.00</p> <p>For each cesspool where permitted: \$27.00</p> <p>For each private sewage disposal system:</p>



	<p>\$45.00</p> <p>For each water heater and/or vent: \$8.00</p> <p>For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps: \$8.00</p> <p>For each installation, alteration or repair of water piping and/or water treating equipment, each: \$8.00</p> <p>For each repair or alteration of drainage or vent piping, each fixture: \$8.00</p> <p>For each lawn sprinkler system on any one meter including backflow protection devices therefore: \$8.00</p> <p>For each backflow protective device other than atmospheric type vacuum breakers:</p> <ul style="list-style-type: none">• 2 inch (51 mm) diameter and smaller: \$8.00• over 2 inch (51 mm) diameter: \$16.00 <p>Atmospheric-type vacuum breakers:</p> <ul style="list-style-type: none">• 1 to 5: \$5.00• over 5, each: \$2.00
Propane Tanks and Piping (above and below ground)	\$12.00 per tank
Refund:	<p><u>No permit fee refund will be allowed once any work has begun on a project. In order to request a refund of a permit fee, the request shall be addressed to the Building Official in writing and shall be received at the City of Shelton finance department within 180 days of the date of issuance of the permit; any refund request received after 180 days of the date of permit issuance shall automatically be denied. At the discretion of the Building Official, refund requests may be approved or denied based on the status of a project. All approved refunds shall be limited</u></p>



	<p>to 75% of the total permit fees paid. Refund requests shall only be considered for building, plumbing and mechanical permit fees. Refunds shall not include any plan review fees.</p> <p>Fifty percent (50%) of the permit fee paid when no work has been done under a permit issued. No more than seventy five percent (75%) of the plan review fee paid when an applicant for a permit for which a plan review fee has not been paid is withdrawn or canceled before any plan reviewing is done. The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee no later than 180 days after the date of fee paid.</p>
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Fire – Development Review

** Technology Fee set at 4% of the applicable permit fee**

** If payment is made by credit card a processing fee of 2% will be added to the total.**

Commercial Site Plans	\$390.00
Subdivision or Planned Residential Development	\$328.00
Pre-Application Conference	\$95.00
Other Land Use Application	\$264.00

Fire – Alarm Fees

** Technology Fee set at 4% of the applicable permit fee**

** If payment is made by credit card a processing fee of 2% will be added to the total.**

Fire Alarm System - Minor Alteration	\$100.00
Fire Alarm Zoned System - One Zone	\$296.00
Each Additional Zone	\$136.00
Fire Alarm Addressable System - 1 to 20 Devices	\$296.00
Each Additional Device	\$4.00

Fire – Suppression



** Technology Fee set at 4% of the applicable permit fee **

** If payment is made by credit card a processing fee of 2% will be added to the total. **

Commercial Cooking Extinguishing System/Protection	\$252.00
Fire Pumps and Private or Dedicated Fire Hydrant Systems	\$372.00
Fire Hydrant - Witnessed Flow Test (1-4) Hydrants	\$100.00
Fire Hydrant - Each Additional Hydrant	\$40.00
Fire Sprinkler - Alteration to Existing System(s) (>4 heads)	\$200.00
Fire Sprinkler - New System - NFPA 13 (2 inspections)	\$472.00
NFPA 13 - Each Additional Riser	\$472.00
Fire Sprinkler - New System - NFPA 13D (Single Family)	\$200.00
Fire Sprinkler - New System - NFPA 13R (Per Building)	\$390.00
Other Extinguishing Systems	\$372.00
Standpipe System	\$200.00
Underground Fire Sprinkler Mains (2 inspections)	\$252.00

Fire — Other

** Technology Fee set at 4% of the applicable permit fee **

** If payment is made by credit card a processing fee of 2% will be added to the total. **

Fireworks Display	\$208.00
Investigation Fee (work started without a permit)	Double Permit Fee
Other Plan Reviews or Permits Required by the IFC and/or Municipal Code \$100.00 Per Hour Review + \$100.00 per Hour Inspection	Calculated
Re-inspection Fees	\$100.00
Revision to Plan Previously Submitted - \$100.00 per Hour	Calculated
Use of Consultant for Plan Review and Inspection	Actual Cost
Tents/Temporary Membrane (greater than 400 SF)	\$100.00

Public Works – Engineering and Permitting

** Technology Fee set at 4% of the applicable permit fee **

** If payment is made by credit card a processing fee of 2% will be added to the total. **

Right-of-Way and Obstruction Permits (SMC Chapter 12.20)	Class 1: Short term maintenance: \$45.00 Class 2: Temporary Construction: \$65.00, plus review and inspection fees Class 3: Fixture and Encroachment: \$65.00;
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	Sidewalk café, add \$280.00/hr review fee; \$15.00 annual renewal fee Class 4: Heavy Right-of-Way Use: Fee calculated per SMC Sections 12.20.030.4 & 12.20.040.D \$65.00, plus review and inspection fees
Public Improvement Civil Plan Review Fee	3% of Estimated Cost of Public Improvements, \$250 minimum
Public Improvement Inspection Fee	3% of Estimated Cost of Public Improvements, \$125 minimum
Public or Private Utility Work (Gas, Cable, Phone, Electric)	\$150 Application Fee, includes first two hours review and first two inspections.
Fine for Work in Right of Way without Permits	\$250.00 plus standard permit fee
Utility Connection Application Permit Fee	
a. Water & Reclaimed Water Connections	\$170.00 plus applicable Meter and GFC
b. Sewer & Storm Drainage Connections	\$65.00 plus applicable GFC
ESC, Grading, and Stormwater:	
Single Family	\$150.00, Includes Review and Inspection
All other Sites	\$320.00, Includes first four hours review and first two inspections.
Additional/Re-Inspection Fee	\$75.00 Per Hour
Additional Plan Review	\$75.00 Per Hour
Contracted Consultant for Plan Review or Inspection	Contract Consultant fees
Special Development Studies: Traffic Impact Reports, Hydrology studies, and similar.	Contract Consultant fees
Design Modification Request	\$150.00
Traffic Impact Fee	\$3,967.32 for SFR/varies based on use. Per SMC 17.12. See Attachment B for complete schedule.
Latecomer Agreement	\$280.00
Right-of-Way vacation	\$500.00

Stormwater

Stormwater Monthly Charges

Class of Service	Unit		2022	2023	2024	2025	2026
Single-Family	1 ERU		\$17.33	\$17.85	\$18.39	\$18.94	\$19.51
Duplex	2 ERUs		\$34.67	\$35.71	\$36.78	\$37.88	\$39.02
All Other Developed Parcels	Per ERU rounded to the nearest tenth		\$17.33	\$17.85	\$18.39	\$18.94	\$19.51

Note: 1 ERU = 2,900 square feet of impervious surface area. All other developed parcels: minimum of 1 ESU



Stormwater GFC

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

Class of Service	Unit: \$474.66 per ERU
Single-Family	1 ERU
Duplex	2 ERUs
All Other Developed Parcels	Per ERU rounded to the nearest tenth

Note: 1 ERU = 2,900 square feet of impervious surface area.

Sewer

Sewer Service Monthly Charges – Per SMC 14.28

Class of Service	2022 Base Charge	2022 Consumption Charge per C.F
Schedule 1: Single Family Residential & Duplex	\$52.06	\$0.1042
Schedule 2: Single Family & Duplex without Water Service	\$133.64 Flat Rate	N/A
Schedule 3: Triplex/Multi-Family/Mobile Home/Trailer Parks		
0 c.f. to 460 c.f. per Unit	\$52.06 Per Unit	\$0.0000
Each Unit over 460 c.f.	\$52.06 Per Unit	\$0.1125
Schedule 4: Commercial		
0 c.f. up to 1,000 c.f.	\$63.08	\$0.1127
1,001 c.f. to 2,000 c.f.	\$94.35	\$0.1127
Over 2,000 c.f.	\$130.88	\$0.1127
Schedule 5: Hotel/Motel		
0 c.f to 84 c.f. per Unit	\$9.53 Per Unit	\$0.0000
Each Unit over 84 c.f.	\$9.53 Per Unit	\$0.1127

Sewer Connection GFC

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

Water Meter Size

Weighting Factor

Fee

3/4"	1.00	\$3,258.00
1"	2.50	\$8,145.00
1.5"	5.00	\$16,290.00



2"	8.00	\$26,064.00
3"	16.00	\$48,870.00
4"	25.00	\$81,495.00
6"	50.00	\$162,900.00
8"	80.00	\$260,640.00

- Developments pursuant to SMC 18.02.110 shall be charged twenty-five percent (25%) of the equivalent charge above (e.g. Tiny Homes).

Sewer Connection GFC (Grandview Heights only)

** Technology Fee set at 4% of the applicable permit fee **

** If payment is made by credit card a processing fee of 2% will be added to the total. **

Water Meter Size	Weighting Factor	Fee
3/4"	1.00	\$1,629.00
1"	2.50	\$4,072.00
1.5"	5.00	\$8,145.00
2"	8.00	\$13,032.00
3"	16.00	\$24,435.00
4"	25.00	\$40,725.00
6"	50.00	\$81,495.00
8"	80.00	\$130,320.00

Biosolids

Class A Biosolids Fertilizer, per bag	Fee set by City Manager
<u>Receiving Hauled Biosolids Sludge:</u>	
Sludge up to 1.5% Total Suspended Solids	\$0.11 per gallon
Sludge 1.6% to 3% Total Suspended Solids	\$0.13 per gallon
Sludge 3.1% to 6% Total Suspended Solids	\$0.15 per gallon

Reclaimed Water Connection

** Technology Fee set at 4% of the applicable permit fee **

** If payment is made by credit card a processing fee of 2% will be added to the total. **



Water Meter Charge

Fee

3/4" Meter	\$335.06
1"	\$393.00
1.5"	\$747.68
2"	\$1,002.28
3"	\$2,461.28
4"	\$4,523.04
6"	\$5,236.66
Above 6"	\$11,047.41

Reclaimed Water Connection GFC

** Technology Fee set at 4% of the applicable permit fee**

** If payment is made by credit card a processing fee of 2% will be added to the total. **

Water Meter Size

Weighting Factor

Fee

3/4"	1.00	\$326.00
1"	2.50	\$815.00
1.5"	5.00	\$1,629.00
2"	8.00	\$2,606.00
3"	16.00	\$4,887.00
4"	25.00	\$8,150.00
6"	50.00	\$16,290.00
8"	80.00	\$26,064.00

Reclaimed Water Service Monthly Charges – Per SMC 16.06.010

Each account that is served shall pay the following monthly reclaimed water meter charge:

Meter Size	2022 Commercial
¾- inch	\$13.62
1-inch	\$16.81
1 ¼ - inch	\$19.89



1 ½ -inch	\$22.94
2-inch	\$33.54
2 ½ -inch	N/A
3-inch	\$88.43
4-inch	\$118.61
6-inch	\$195.61
8-inch	\$285.95
10-inch	\$438.56
12-inch	\$682.59

Monthly Reclaimed Water Consumption Charge – Per SMC 16.06.010

In addition to the monthly reclaimed water meter charge, each service shall pay a consumption charge of \$0.01915 for each cubic foot of reclaimed water consumed in a month.

Water

** Technology Fee set at 4% of the applicable permit fee**

** If payment is made by credit card a processing fee of 2% will be added to the total. **

Water Connection Meter Charge

3/4" meter	\$335.06
1" meter	\$393.00
1.5" meter	\$747.68
2" meter	\$1,002.28
3" meter	\$2,461.28
4" meter	\$4,523.04
6" meter	\$5,236.66
Above 6" meter	\$11,047.41

Water Connection GFC

** Technology Fee set at 4% of the applicable permit fee**

** If payment is made by credit card a processing fee of 2% will be added to the total. **



Water Meter Size	Weighting Factor	Fee
3/4"	1.00	\$1,260.00
1"	2.50	\$3,150.00
1.5"	5.00	\$6,300.00
2"	8.00	\$10,080.00
3"	16.00	\$18,900.00
4"	25.00	\$31,500.00
6"	50.00	\$63,000.00
8"	80.00	\$100,800.00

- Developments pursuant to SMC 18.02.110 shall be charged twenty-five percent (25%) of the equivalent charge above. (e.g., Tiny Homes)

Water Service Monthly Charges – Per SMC 15.28

Schedule 1: Each account that is served shall pay the following monthly water meter charge:

Meter Size	2022 Single-Family	2022 Multifamily	2022 Commercial	2022 Irrigation	2022 Private Fire Line
¾- inch	\$15.99	\$14.10	\$13.62	\$42.24	\$10.22
1-inch	\$20.77	\$17.60	\$16.81	\$64.62	\$12.23
1 ¼ - inch	\$25.80	\$21.05	\$19.89	\$91.46	\$13.98
1 ½ -inch	\$30.85	\$24.52	\$22.94	\$118.27	\$15.74
2-inch	\$46.18	\$36.06	\$33.54	\$186.11	\$22.58
2 ½ -inch	N/A	N/A	N/A	N/A	N/A
3-inch	\$113.74	\$93.45	\$88.43	\$393.87	\$62.60
4-inch	\$158.18	\$126.49	\$118.61	\$595.85	\$81.84
6-inch	\$274.70	\$211.35	\$195.61	\$1,149.76	\$129.60
8-inch	\$412.47	\$311.15	\$285.95	\$1,812.66	\$185.37
10-inch	\$620.46	\$474.80	\$438.56	\$2,633.45	\$288.94
12-inch	\$949.51	\$735.75	\$682.59	\$3,903.20	\$455.89

Monthly Water Service Consumption Charge – Per SMC 15.28



In addition to the meter charge established in Schedule 1 above, each service shall pay the following rate for each cubic foot of water consumed in a month:

Class of Service	2022 Consumption Charge per C.F
<u>Schedule 2: Single Family Residential</u> Each cubic foot up to 600 c.f. Each cubic foot in excess of 600 c.f. up to 1,500 c.f. Each cubic foot in excess of 1,500 c.f.	 \$0.0335 \$0.0401 \$0.0498
<u>Schedule 3: Multifamily</u> (including duplex, triplex, mobile home, and trailer parks)	\$0.0389
<u>Schedule 4: Commercial</u> (including government, industrial, hotel/motel)	\$0.0383
Schedule 5: Irrigation	\$0.0498
<u>Schedule 6: Wholesale Rate</u> (Johns Prairie area owned by the Port of Shelton)	\$0.0345

Bulk Water and Hydrant Use Permits

** Technology Fee set at 4% of the applicable permit fee **

** If payment is made by credit card a processing fee of 2.3% will be added to the total. **

Annual Hydrant Water Use Permit Application Fee	\$72.00 Or prorated at \$6/mo if issued in the 4 th quarter
Hydrant Meter, Gate Valve, and Wrench Deposit and Rental Fee	\$750.00 refundable deposit \$75 per month rental fee
Hydrant Water Billing and Water Use Charge and PWM Hydrant Load/Use Charge	\$45.00 quarterly billing charge, plus commercial water consumption charge per SMC 15.28.050
Fine for connection to hydrant without permit	\$1,000.00
Fine for connection to hydrant without meter	\$500.00

Misc. Water Fees and Charges

Water Turn Off for Non-Payment	\$100.00
Water Disconnect:	
Regular Office Hours	\$0.00
*Emergency After Hours	\$150.00
*Disconnects after hours are for emergencies only; scheduled	



plumbing maintenance or repairs that requires City Staff to disconnect water is to occur during City business hours only.	
Water Reconnect: <div> <div>Regular Business Hours</div> <div>\$0.00</div> </div> <div> <div>*Emergency After Hours</div> <div>\$150.00</div> </div> <p>*Reconnects after hours are for emergencies only; scheduled plumbing maintenance or repairs that requires City Staff to reconnect water is to occur during City business hours only.</p>	
Fine for unauthorized connection/disconnection of water service	\$500.00
Fine for tampering with water meter, cutting lock, etc.	\$150.00 per instance



City of Shelton
525 Cota Street
Shelton, Washington 98584
Master Fee Schedule
RESOLUTION 1238-0522
Exhibit "A"

General Government.....	pg. 2
Animal Shelter.....	pg. 3
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Water.....	pg. 17



Type of Permit

Fee

General Government

Annual Report	\$10.00
Documents provided at Public Hearings	\$0.00 (within one year)
Audio Reproduction (when requested within one year of hearing). *Other than Police	\$10.00 (requested after one year of hearing date)
Video Reproduction * Other than Police	\$10.00
Copies	\$0.15 per page
Scanned copies to electronic format	\$0.10 per page
Files or attachments for electronic delivery	\$0.05 per four (4) attachments
Gigabyte of electronic records for transmission	\$0.10 per gigabyte
Storage media, container, envelope, postage and delivery charge	Actual Cost
R.C.W. 42.56.120 (2) (b) (c) and (e)	
New and renewal of Business License	\$50.00
Sexually Oriented Business License	\$100.00
Sexually Oriented Manager or Entertainer	\$50.00
Taxi Operator License (per operator)	\$40.00
Taxi Vehicle License (per vehicle)	\$40.00
Returned Check charge	\$40.00
VISA/MC chargeback	\$35.00
Special Event Permit	\$35.00 (An additional \$25.00 is due for applications received 25 business days or less prior to the event).
City Special Event services (barricades, garbage, etc.)	\$25.00 (per event, per service)
Displays on City message boards	\$30.00
Map Reproduction	Color 36 x 48 \$18.00 Color 24 x 36 \$12.00 Special Order 36 x 48 \$30.00 Special Order 24 x 36 \$20.00 Black Line \$1.00 (Per square foot)



Animal Shelter

Adoption Fee	\$200.00
Animal License (Yearly)	\$30.00
Animal License (Microchipped Pet Lifetime)	\$100.00
Spayed or Neutered (Yearly)	\$25.00
Service Dogs (Yearly)	No fee
Senior citizen 65 yrs. and older (Yearly)	\$15.00
Surrender of Dog - City residents only	\$40.00
Animal Impound (City residents)	First impoundment \$50.00 Second impoundment \$75.00 Third and subsequent impoundment \$150.00 All impound fees shall also be charged unpaid animal license fees.
Boarding fee (over 48 hours)	\$15.00 per/day (\$30.00 per/day after 48 hours)
Lost license or (transfer of license)	\$5.00(\$10.00)
Non-resident animal impound fee	First impoundment \$150.00 Second impoundment \$200.00 Third and subsequent impoundment \$250.00

Civic Center Rental

Damage Deposit	\$300.00
Kitchen	\$50.00
Black drapery	\$2.00 (per 10 foot section)
Staging	\$10.00 (use of 1 – 4 sections)
Equipment Rental	TV Monitor \$10.00 Multimedia Projector \$20.00
Coffee Service	\$25.00 (per gallon)
Meeting rooms	\$22.00 per hour for each 600 sq. ft.
Main meeting room	\$75.00 per hour
50% reduction in room rental for local government and non-profits during regular business hours	



Code Enforcement

Infraction Issued Fees including site visit(s), photos, file creation, documentation, etc. Plus itemized fees to include attorney costs, additional tracked staff time and costs, title searches, service, court filing fees, which may be included in the city request for abatement cost reimbursement per R.C.W. 35.21.955	\$68.00 minimum
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Parks and Recreation

Parks Master Plan	\$20.00
Ballfields and Playfields (Callahan Park/Loop Field.	Field Rental \$12.00 per hour Softball Field preparation \$20.00 each field
City recreation programs	Actual cost of program
Refunds	Before first class: %100 Before second class: %80 Before third class: %50 After third class: No refunds
Picnic Shelters	\$12.50 per hour. Two hour minimum, plus applicable fees for garbage, labor, misc.
Commercial Park (Use by individual, company, corporation, business or similar for the purposes of selling, distributing, or promotion.	\$25.00 per hour

Police Department

Fingerprints	\$15.00
Video Reproduction	\$10.00
Audio Reproduction	\$10.00
Weapons Permit	\$49.25
Weapons Permit renewal	\$32.00
Weapons Permit renewal – late application	\$42.00
Weapons Permit – replacement	\$10.00
Weapons Dealer Permit	\$125.00



Excess Alarm fee	\$25.00 after three (3) false alarms
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Community Development – Planning

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

Address Assignment	\$100.00
Annexation	\$1,200.00 plus \$40.00 per acre or fraction thereof.
Appeal to the Hearing Examiner	Individual - \$1,000.00 H.O.A. - \$500.00
Boundary Line Adjustment	\$315.00
Comprehensive Plan Amendment	\$2,600.00
Comprehensive Plan document	\$35.00
Conditional Use Permit/Special Use Permit	\$2,700.00
SEPA	\$300.00
EIS	\$1,400.00 plus consultant costs
Fence	\$75.00 residential \$180.00 commercial
Forest Practices Application	\$350.00
Plat/Binding Site Plan	Preliminary: \$3,300.00 plus \$40.00 per lot Extension: \$200.00 Final: \$500.00 Administrative Amendments: \$200.00 Public Hearing Amendments: \$1,500.00
Planned Unit Development	Preliminary: \$3,000.00 plus \$25.00 per lot Extension: \$200.00 Final: \$500.00 plus \$30.00 per lot Administrative Amendments: \$200.00 Public Hearing Amendments: \$1,500.00
Parcel combination	\$320.00
Pre-submittal conference	\$150.00
RV/Tent Occupancy Application	\$45.00
Short Plat	\$920.00
Site Plan Review	\$1,200.00



Site Plan amendment	\$110.00
Variance Permit	\$2,700.00
Zone Change	\$2,400.00
Zoning Letter	\$45.00
Zoning Ordinance Text Amendment	\$435.00
Signs	\$50.00 when no building permit required \$55.00 per square foot valuation with building permit
<i>Shoreline Specific applications</i>	
Shoreline Management Program document	\$35.00
Shoreline Statement of Exemption	\$170.00
Substantial Development Permit	\$560.00 Public Hearing Required: \$2,300.00
Shoreline Conditional Use Permit	\$2,300.00
Shoreline Variance	\$2,300.00

Community Development – Building

**** Technology Fee set at 4% of the applicable permit fee ****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

After Hours Inspections (Regular business hours 8am to 5pm Monday through Friday).	\$70.00 per hour (two hour minimum)
Re-inspection fee	\$70.00 per hour (one hour minimum)
Inspections for which no fee is specifically indicated.	\$70.00 per hour (one half hour minimum)
Additional plan review required for plan changes.	\$70.00 per hour (one half hour minimum)
Note: For the building fees above, or the total; hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved. Actual costs include administrative and overhead costs.	



<p>Building Valuation</p> <p>*NOTE: all footnotes of Building Valuation Data as published by ICC shall apply</p>	<p>1) New construction, and remodels greater than 50%: of "R" occupancies The City of Shelton will utilize the International Code Council's "Building Valuation Data Table" on a two year lag as published in the August edition of the Building Safety Journal. The square footage valuations from this table will be implemented on the first day of September following publication and remain in force through August of the following year.</p> <p>2) Private garages, storage buildings, green houses and similar structures shall be valued as Utility, Miscellaneous</p> <p>3) Remodels less than 50% shall be valued at 50% of the table value from the ICC Building Valuation Data for occupancy specified.</p>
Bulkheads	\$20.00 per cubic foot
<p>Building Permit</p> <p>NOTE: Washington State surcharge applies: \$25.00 Commercial, \$6.50 Residential.</p>	<p>Valuation:</p> <p>\$1.00 to \$500.00: \$25.00</p> <p>\$501.00 to \$2,000.00: \$25.00 and \$3.00 per each additional \$100 or fraction thereof and including \$2,000</p> <p>\$2,001.00 to \$25,000.00: \$70.00 and \$14.00 for each additional \$1,000 or fraction thereof to and including \$25,000</p> <p>\$25,000.00 to \$50,000.00: \$390.00 and \$10.00 for each additional \$1,000 or fraction thereof to and including \$50,000</p> <p>\$50,001.00 to \$100,000.00: \$640.00 and \$7.00 for each additional \$1,000 or fraction thereof to and including \$100,000</p> <p>\$100,001.00 to \$500,000.00: \$1,000.00 and \$6.00 for each additional \$1,000 or fraction thereof to and including \$500,000</p> <p>500,001.00 to \$1,000,000.00: \$3,400.00 and \$5.00 for each additional \$1,000 or fraction thereof to and including \$1,000,000</p> <p>\$1,000,000 and up: \$5,700 and \$7.00 for each additional \$1,000 or fraction thereof to and including \$1,000,000</p>
Maximum Building Permit fee	\$50,000.00



Early Foundation Permit/Early start agreement (Early foundation permit for commercial/industrial building will be deducted from permit fee upon full submittal.	25% of building permit fee
Demolition permit	\$120.00 plus State surcharge
Reroof – residential only	\$115.00
Reroof –commercial per square valuation is used to determine valuation	\$275.00 per square - Class A&B (hotmop/torchdown) \$250.00 per square - Composition(roll/3 tab) \$325.00 per square - Composition with plywood replacement \$300.00 per square - Metal \$275.00 per square - Shake \$300.00 per square - Shingle
Windows	\$25.00 first window, \$7.00 for each additional window
Reissuance of lost permit card	\$30.00
Reissuance of plan package or expired permit in same code cycle	\$140.00
Stock Plans	50% of the ICC fee
Solid Fuel/Gas insert	\$140.00
Hearing Examiner appeal	\$2,400.00
Request for Reconsideration	\$500.00
Investigation fee	\$70.00 per hour
Mechanical Permit	Each mechanical permit: \$25.00 FURNACE: For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such



	<p>appliance, up to and including 100,000 Btu/h (29.3kW): \$16.00</p> <p>For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3 kW): \$20.00</p> <p>For the installation or relocation of each floor furnace, including vent: \$16.00</p> <p>For the installation or relocation of each suspended heater, recessed wall heater on floor-mounted unit heater: \$16.00</p> <p>Appliance Vents: For the installation, relocation or replacement of each appliance vent and not included in an appliance permit: \$8.00</p> <p>Repairs or Additions: For the repair of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code: \$15.00</p> <p>Boilers, Compressors, and Absorption Systems:</p> <p>For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW): \$15.00</p> <p>For the installation or relocation of each boiler or compressor over three horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW): \$30.00</p>
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	<p>For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW): \$40.00</p> <p>For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW): \$60.00</p> <p>For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW): \$100.00</p> <p>Air Handlers: For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto: \$12.00</p> <p>Note: This fee does not apply to an air-handling unit, which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code for each air-handling unit over 10,000 cfm (4719 L/s): \$20.00</p> <p>Evaporative Coolers: For each evaporative cooler other than portable type: \$12.00</p> <p>Ventilation and Exhaust: For each ventilation fan connected to a single duct: \$8.00</p> <p>For each ventilation system which is not portion of any heating or air-conditioning system authorized by a permit: \$12.00</p>
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	<p>For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood: \$12.00</p> <p>Incinerators: For the installation or relocation of each domestic-type incinerator: \$20.00</p> <p>For the installation or relocation of each commercial or industrial-type incinerator: \$16.00</p> <p>Miscellaneous: For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table: \$12.00</p>
Mobile/Manufactured Home set-up	<p>Individual Lot: \$472.00 Park Set: \$165.00</p>
Mobile Home Title Eliminations	\$30.00
<p>Plan Review (All types other than Mechanical)</p> <p>*NOTE: Commercial kitchen based on project valuation of engineer's written estimate.</p>	<p>65% of Permit fee Mechanical only: 25% of Permit fee</p>
Plumbing Permit	<p>Each permit: \$25.00</p> <p><i>NOTE: Unit Fee Schedule in addition to above</i></p> <p>For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping, and backflow protection therefore): \$8.00</p> <p>For each building sewer and each trailer park sewer: \$16.00</p> <p>Rainwater systems per drain (inside building): \$8.00</p> <p>For each cesspool where permitted: \$27.00</p> <p>For each private sewage disposal system:</p>



	<p>\$45.00</p> <p>For each water heater and/or vent: \$8.00</p> <p>For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps: \$8.00</p> <p>For each installation, alteration or repair of water piping and/or water treating equipment, each: \$8.00</p> <p>For each repair or alteration of drainage or vent piping, each fixture: \$8.00</p> <p>For each lawn sprinkler system on any one meter including backflow protection devices therefore: \$8.00</p> <p>For each backflow protective device other than atmospheric type vacuum breakers:</p> <ul style="list-style-type: none"> • 2 inch (51 mm) diameter and smaller: \$8.00 • over 2 inch (51 mm) diameter: \$16.00 <p>Atmospheric-type vacuum breakers:</p> <ul style="list-style-type: none"> • 1 to 5: \$5.00 • over 5, each: \$2.00
Propane Tanks and Piping (above and below ground)	\$12.00 per tank
Refund:	<p>No permit fee refund will be allowed once any work has begun on a project. In order to request a refund of a permit fee, the request shall be addressed to the Building Official in writing and shall be received at the City of Shelton finance department within 180 days of the date of issuance of the permit; any refund request received after 180 days of the date of permit issuance shall automatically be denied. At the discretion of the Building Official, refund requests may be approved or denied based on the status of a project. All approved refunds shall be limited</p>



	to 75% of the total permit fees paid. Refund requests shall only be considered for building, plumbing and mechanical permit fees. Refunds shall not include any plan review fees.
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Fire – Development Review

***** Technology Fee set at 4% of the applicable permit fee*****

***** If payment is made by credit card a processing fee of 2% will be added to the total. *****

Commercial Site Plans	\$390.00
Subdivision or Planned Residential Development	\$328.00
Pre-Application Conference	\$95.00
Other Land Use Application	\$264.00

Fire – Alarm Fees

***** Technology Fee set at 4% of the applicable permit fee*****

***** If payment is made by credit card a processing fee of 2% will be added to the total. *****

Fire Alarm System - Minor Alteration	\$100.00
Fire Alarm Zoned System - One Zone	\$296.00
Each Additional Zone	\$136.00
Fire Alarm Addressable System - 1 to 20 Devices	\$296.00
Each Additional Device	\$4.00

Fire – Suppression

***** Technology Fee set at 4% of the applicable permit fee*****

***** If payment is made by credit card a processing fee of 2% will be added to the total. *****

Commercial Cooking Extinguishing System/Protection	\$252.00
Fire Pumps and Private or Dedicated Fire Hydrant Systems	\$372.00
Fire Hydrant - Witnessed Flow Test (1-4) Hydrants	\$100.00
Fire Hydrant - Each Additional Hydrant	\$40.00
Fire Sprinkler - Alteration to Existing System(s) (>4 heads)	\$200.00



Fire Sprinkler - New System - NFPA 13 (2 inspections)	\$472.00
NFPA 13 - Each Additional Riser	\$472.00
Fire Sprinkler - New System - NFPA 13D (Single Family)	\$200.00
Fire Sprinkler - New System - NFPA 13R (Per Building)	\$390.00
Other Extinguishing Systems	\$372.00
Standpipe System	\$200.00
Underground Fire Sprinkler Mains (2 inspections)	\$252.00

Fire – Other

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

Fireworks Display	\$208.00
Investigation Fee (work started without a permit)	Double Permit Fee
Other Plan Reviews or Permits Required by the IFC and/or Municipal Code \$100.00 Per Hour Review + \$100.00 per Hour Inspection	Calculated
Re-inspection Fees	\$100.00
Revision to Plan Previously Submitted - \$100.00 per Hour	Calculated
Use of Consultant for Plan Review and Inspection	Actual Cost
Tents/Temporary Membrane (greater than 400 SF)	\$100.00

Public Works – Engineering and Permitting

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

Right-of-Way and Obstruction Permits (SMC Chapter 12.20)	Class 1: Short term maintenance: \$45.00 Class 2: Temporary Construction: \$65.00, plus review and inspection fees Class 3: Fixture and Encroachment: \$65.00; Sidewalk café, add \$280.00/hr review fee; \$15.00 annual renewal fee Class 4: Heavy Right-of-Way Use: \$65.00, plus review and inspection fees
Public Improvement Civil Plan Review Fee	3% of Estimated Cost of Public Improvements, \$250 minimum
Public Improvement Inspection Fee	3% of Estimated Cost of Public Improvements, \$125 minimum
Public or Private Utility Work (Gas, Cable, Phone, Electric)	\$150 Application Fee, includes first two hours review and first two inspections.



Fine for Work in Right of Way without Permits	\$250.00 plus standard permit fee
Utility Connection Application Permit Fee	
a. Water & Reclaimed Water Connections	\$170.00 plus applicable Meter and GFC
b. Sewer & Storm Drainage Connections	\$65.00 plus applicable GFC
ESC, Grading, and Stormwater:	
Single Family	\$150.00, Includes Review and Inspection
All other Sites	\$320.00, Includes first four hours review and first two inspections.
Additional/Re-Inspection Fee	\$75.00 Per Hour
Additional Plan Review	\$75.00 Per Hour
Contracted Consultant for Plan Review or Inspection	Contract Consultant fees
Special Development Studies: Traffic Impact Reports, Hydrology studies, and similar.	Contract Consultant fees
Design Modification Request	\$150.00
Traffic Impact Fee	\$3,967.32 for SFR/varies based on use. Per SMC 17.12. See Attachment B for complete schedule.
Latecomer Agreement	\$280.00
Right-of-Way vacation	\$500.00

Stormwater

Stormwater Monthly Charges

Class of Service	Unit		2022	2023	2024	2025	2026
Single-Family	1 ERU		\$17.33	\$17.85	\$18.39	\$18.94	\$19.51
Duplex	2 ERUs		\$34.67	\$35.71	\$36.78	\$37.88	\$39.02
All Other Developed Parcels	Per ERU rounded to the nearest tenth		\$17.33	\$17.85	\$18.39	\$18.94	\$19.51

Note: 1 ERU = 2,900 square feet of impervious surface area. All other developed parcels: minimum of 1 ESU

Stormwater GFC

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

Class of Service	Unit: \$474.66 per ERU
Single-Family	1 ERU
Duplex	2 ERUs
All Other Developed Parcels	Per ERU rounded to the nearest tenth

Note: 1 ERU = 2,900 square feet of impervious surface area.



Sewer

Sewer Service Monthly Charges – Per SMC 14.28

Class of Service	2022 Base Charge	2022 Consumption Charge per C.F
Schedule 1: Single Family Residential & Duplex	\$52.06	\$0.1042
Schedule 2: Single Family & Duplex without Water Service	\$133.64 Flat Rate	N/A
Schedule 3: Triplex/Multi-Family/Mobile Home/Trailer Parks		
0 c.f. to 460 c.f. per Unit	\$52.06 Per Unit	\$0.0000
Each Unit over 460 c.f.	\$52.06 Per Unit	\$0.1125
Schedule 4: Commercial		
0 c.f. up to 1,000 c.f.	\$63.08	\$0.1127
1,001 c.f. to 2,000 c.f.	\$94.35	\$0.1127
Over 2,000 c.f.	\$130.88	\$0.1127
Schedule 5: Hotel/Motel		
0 c.f to 84 c.f. per Unit	\$9.53 Per Unit	\$0.0000
Each Unit over 84 c.f.	\$9.53 Per Unit	\$0.1127

Sewer Connection GFC

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

Water Meter Size	Weighting Factor	Fee
3/4"	1.00	\$3,258.00
1"	2.50	\$8,145.00
1.5"	5.00	\$16,290.00
2"	8.00	\$26,064.00
3"	16.00	\$48,870.00
4"	25.00	\$81,495.00
6"	50.00	\$162,900.00
8"	80.00	\$260,640.00

- Developments pursuant to SMC 18.02.110 shall be charged twenty-five percent (25%) of the equivalent charge above (e.g. Tiny Homes).

Sewer Connection GFC (Grandview Heights only)

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****



Water Meter Size	Weighting Factor	Fee
3/4"	1.00	\$1,629.00
1"	2.50	\$4,072.00
1.5"	5.00	\$8,145.00
2"	8.00	\$13,032.00
3"	16.00	\$24,435.00
4"	25.00	\$40,725.00
6"	50.00	\$81,495.00
8"	80.00	\$130,320.00

Biosolids

Class A Biosolids Fertilizer, per bag	Fee set by City Manager
<u>Receiving Hauled Biosolids Sludge:</u>	
Sludge up to 1.5% Total Suspended Solids	\$0.11 per gallon
Sludge 1.6% to 3% Total Suspended Solids	\$0.13 per gallon
Sludge 3.1% to 6% Total Suspended Solids	\$0.15 per gallon

Reclaimed Water Connection

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

Water Meter Charge	Fee
3/4" Meter	\$335.06
1"	\$393.00
1.5"	\$747.68
2"	\$1,002.28
3"	\$2,461.28
4"	\$4,523.04
6"	\$5,236.66
Above 6"	\$11,047.41



Reclaimed Water Connection GFC

***** Technology Fee set at 4% of the applicable permit fee*****

***** If payment is made by credit card a processing fee of 2% will be added to the total. *****

Water Meter Size	Weighting Factor	Fee
3/4"	1.00	\$326.00
1"	2.50	\$815.00
1.5"	5.00	\$1,629.00
2"	8.00	\$2,606.00
3"	16.00	\$4,887.00
4"	25.00	\$8,150.00
6"	50.00	\$16,290.00
8"	80.00	\$26,064.00

Reclaimed Water Service Monthly Charges – Per SMC 16.06.010

Each account that is served shall pay the following monthly reclaimed water meter charge:

Meter Size	2022 Commercial
¾- inch	\$13.62
1-inch	\$16.81
1 ¼ - inch	\$19.89
1 ½ -inch	\$22.94
2-inch	\$33.54
2 ½ -inch	N/A
3-inch	\$88.43
4-inch	\$118.61
6-inch	\$195.61
8-inch	\$285.95
10-inch	\$438.56
12-inch	\$682.59



Monthly Reclaimed Water Consumption Charge – Per SMC 16.06.010

In addition to the monthly reclaimed water meter charge, each service shall pay a consumption charge of \$0.01915 for each cubic foot of reclaimed water consumed in a month.

Water

*** Technology Fee set at 4% of the applicable permit fee***

*** If payment is made by credit card a processing fee of 2% will be added to the total. ***

Water Connection Meter Charge

3/4" meter	\$335.06
1" meter	\$393.00
1.5" meter	\$747.68
2" meter	\$1,002.28
3" meter	\$2,461.28
4" meter	\$4,523.04
6" meter	\$5,236.66
Above 6" meter	\$11,047.41

Water Connection GFC

*** Technology Fee set at 4% of the applicable permit fee***

*** If payment is made by credit card a processing fee of 2% will be added to the total. ***

Water Meter Size	Weighting Factor	Fee
3/4"	1.00	\$1,260.00
1"	2.50	\$3,150.00
1.5"	5.00	\$6,300.00
2"	8.00	\$10,080.00
3"	16.00	\$18,900.00
4"	25.00	\$31,500.00
6"	50.00	\$63,000.00
8"	80.00	\$100,800.00

- Developments pursuant to SMC 18.02.110 shall be charged twenty-five percent (25%) of the equivalent



charge above. (e.g., Tiny Homes)

Water Service Monthly Charges – Per SMC 15.28

Schedule 1: Each account that is served shall pay the following monthly water meter charge:

Meter Size	2022 Single-Family	2022 Multifamily	2022 Commercial	2022 Irrigation	2022 Private Fire Line
¾- inch	\$15.99	\$14.10	\$13.62	\$42.24	\$10.22
1-inch	\$20.77	\$17.60	\$16.81	\$64.62	\$12.23
1 ¼ - inch	\$25.80	\$21.05	\$19.89	\$91.46	\$13.98
1 ½ -inch	\$30.85	\$24.52	\$22.94	\$118.27	\$15.74
2-inch	\$46.18	\$36.06	\$33.54	\$186.11	\$22.58
2 ½ -inch	N/A	N/A	N/A	N/A	N/A
3-inch	\$113.74	\$93.45	\$88.43	\$393.87	\$62.60
4-inch	\$158.18	\$126.49	\$118.61	\$595.85	\$81.84
6-inch	\$274.70	\$211.35	\$195.61	\$1,149.76	\$129.60
8-inch	\$412.47	\$311.15	\$285.95	\$1,812.66	\$185.37
10-inch	\$620.46	\$474.80	\$438.56	\$2,633.45	\$288.94
12-inch	\$949.51	\$735.75	\$682.59	\$3,903.20	\$455.89

Monthly Water Service Consumption Charge – Per SMC 15.28

In addition to the meter charge established in Schedule 1 above, each service shall pay the following rate for each cubic foot of water consumed in a month:

Class of Service	2022 Consumption Charge per C.F
<u>Schedule 2: Single Family Residential</u> Each cubic foot up to 600 c.f. Each cubic foot in excess of 600 c.f. up to 1,500 c.f. Each cubic foot in excess of 1,500 c.f.	\$0.0335 \$0.0401 \$0.0498
<u>Schedule 3: Multifamily</u> (including duplex, triplex, mobile home, and trailer parks)	\$0.0389
<u>Schedule 4: Commercial</u> (including government, industrial, hotel/motel)	\$0.0383
<u>Schedule 5: Irrigation</u>	\$0.0498
<u>Schedule 6: Wholesale Rate</u>	\$0.0345



(Johns Prairie area owned by the Port of Shelton)	
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Bulk Water and Hydrant Use Permits

**** Technology Fee set at 4% of the applicable permit fee****

**** If payment is made by credit card a processing fee of 2% will be added to the total. ****

Annual Hydrant Water Use Permit Application Fee	\$72.00 Or prorated at \$6/mo if issued in the 4 th quarter
Hydrant Meter, Gate Valve, and Wrench Deposit and Rental Fee	\$750.00 refundable deposit \$75 per month rental fee
Hydrant Water Billing and Water Use Charge and PWM Hydrant Load/Use Charge	\$45.00 quarterly billing charge, plus commercial water consumption charge per SMC 15.28.050
Fine for connection to hydrant without permit	\$1,000.00
Fine for connection to hydrant without meter	\$500.00

Misc. Water Fees and Charges

Water Turn Off for Non-Payment	\$100.00
Water Disconnect:	
Regular Office Hours	\$0.00
*Emergency After Hours	\$150.00
*Disconnects after hours are for emergencies only; scheduled plumbing maintenance or repairs that requires City Staff to disconnect water is to occur during City business hours only.	
Water Reconnect:	
Regular Business Hours	\$0.00
*Emergency After Hours	\$150.00
*Reconnects after hours are for emergencies only; scheduled plumbing maintenance or repairs that requires City Staff to reconnect water is to occur during City business hours only.	
Fine for unauthorized connection/disconnection of water service	\$500.00
Fine for tampering with water meter, cutting	\$150.00 per instance



lock, etc.	
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Attachment B

Transportation Impact Fee Schedule - 2022

Land Uses	ITE Land Use Code	Unit of Measure	Basic Trip Rate PM Peak Trips/Unit ⁽¹⁾	New Trips Percent	New Trip Rate ⁽²⁾	Fee Per Unit ⁽³⁾
Cost per New Trip Generated:						\$3,928.04
Residential						
Single Family (Detached)	210	dwelling	1.01	100%	1.01	\$3,967.32
Multifamily – Apartment	220	dwelling	0.62	100%	0.62	\$2,435.38
Low-Rise Apartment (1-2 Floors)	221	occupied dwelling	0.58	100%	0.58	\$2,278.26
Multifamily – Condominium/Townhouse	230	dwelling	0.52	100%	0.52	\$2,042.58
Mobile Home Park	240	dwelling	0.59	100%	0.59	\$2,317.54
Senior Adult Housing – Detached	251	dwelling	0.26	100%	0.26	\$1,021.29
Senior Adult Housing – Attached	252	occupied dwelling	0.11	100%	0.11	\$432.08
Congregate Care	253	dwelling	0.17	100%	0.17	\$667.77
Assisted Living	254	bed	0.22	100%	0.22	\$864.17
Recreational Homes	260	dwelling	0.26	100%	0.26	\$1,021.29
Industrial						
Light Industrial	110	1,000 sf GFA	0.98	100%	0.98	\$3.85
Industrial Park	130	1,000 sf GFA	0.86	100%	0.86	\$3.38
Warehousing	150	1,000 sf GFA	0.47	100%	0.47	\$1.85
Mini-Warehouse	151	1,000 sf GFA	0.26	100%	0.26	\$1.02
Commercial-Services						
Hotel	310	room	0.59	100%	0.59	\$2,317.54
Motel	320	room	0.47	100%	0.47	\$1,846.18
Walk-in Bank (4a)	911	1,000 sf GFA	33.15	53%	17.57	\$69.02
Drive-In Bank	912	1,000 sf GFA	45.74	60%	27.44	\$107.79
Day Care Center	565	1,000 sf GFA	13.18	100%	13.18	\$51.77
Quick Lubrication Vehicle Shop (4b)	941	servicing position	5.19	57%	2.96	\$11,627.00
Automobile Care Center (4b)	942	1,000 sf GFA	3.38	57%	1.93	\$7.58
Gasoline/Service Station	944	VFP	13.86	58%	8.04	\$31,581.44
Service Station/ Minimart	945	VFP	13.38	44%	5.89	\$23,136.16
Service Station/ Minimart/Carwash (4c)	946	VFP	13.33	44%	5.87	\$23,057.59
Carwash (4a)	947	stall	5.54	53%	2.94	\$11,548.44
Movie Theater	444	seat	0.07	100%	0.07	\$274.96
Health/Fitness Club	492	1,000 sf GFA	4.05	100%	4.05	\$15.91
Commercial-Institutional						
Elementary School (5)	520	1,000 sf GFA	n/a	100%	n/a	n/a
Middle/Junior High School	522	1,000 sf GFA	1.19	100%	1.19	\$4.67
High School	530	1,000 sf GFA	0.97	100%	0.97	\$3.81
Community/Junior College	540	Student	0.12	100%	0.12	\$471.36
College/University	550	Student	0.21	100%	0.21	\$824.89
Church	560	1,000 sf GFA	0.66	100%	0.66	\$2.59
Hospital	610	1,000 sf GFA	1.18	100%	1.18	\$4.64
Nursing Home	620	1,000 sf GFA	0.42	100%	0.42	\$1.65
Commercial-Restaurant						
Quality Restaurant	931	1,000 sf GFA	7.49	80%	5.99	\$23.53
High-Turnover (Sit-down) Restaurant	932	1,000 sf GFA	10.92	57%	6.22	\$24.43
Fast Food Restaurant w/o Drive-thru	933	1,000 sf GFA	26.15	50%	13.08	\$51.38
Fast Food Restaurant with Drive-thru	934	1,000 sf GFA	34.64	50%	17.32	\$68.03
Tavern/Drinking Place	936	1,000 sf GFA	11.34	65%	7.37	\$28.95

Land Uses	ITE Land Use Code	Unit of Measure	Basic Trip Rate PM Peak Trips/Unit ⁽¹⁾	New Trips Percent	New Trip Rate ⁽²⁾	Fee Per Unit ⁽³⁾
Commercial-Office						
General Office Building	710	1,000 sf GFA	1.49	100%	1.49	\$5.85
Medical-Dental Office/Clinic	720	1,000 sf GFA	3.72	100%	3.72	\$14.61
Commercial-Retail						
Retail Shopping Center						
up to 49,999 sf	820	1,000 sf GLA	9.98	50%	4.99	\$19.60
50,000-99,999 sf	820	1,000 sf GLA	6.9	55%	3.80	\$14.93
100,000-199,999 sf	820	1,000 sf GLA	5.45	60%	3.27	\$12.84
200,000-299,999 sf	820	1,000 sf GLA	4.58	65%	2.98	\$11.71
300,000-399,999 sf	820	1,000 sf GLA	4.09	70%	2.86	\$11.23
400,000 sf and over	820	1,000 sf GLA	3.75	75%	2.81	\$11.04
Automobile Parts Sales	843	1,000 sf GFA	5.98	57%	3.41	\$13.39
Car Sales – New/Used (4d)	841	1,000 sf GFA	2.64	75%	1.98	\$7.78
Convenience Market	851	1,000 sf GFA	52.41	39%	20.44	\$80.29
Discount Club (4e)	861	1,000 sf GFA	4.24	77%	3.26	\$12.81
Electronic Superstore	863	1,000 sf GFA	4.5	60%	2.70	\$10.61
Toy Superstore (4f)	864	1,000 sf GFA	4.99	66%	3.29	\$12.92
Furniture Store	890	1,000 sf GFA	0.46	47%	0.22	\$0.86
Hardware/Paint Store	816	1,000 sf GFA	4.84	74%	3.58	\$14.06
Home Improvement Superstore	862	1,000 sf GFA	2.45	52%	1.27	\$4.99
Nursery/Garden Center (4d)	817	1,000 sf GFA	3.8	75%	2.85	\$11.19
Pharmacy/Drugstore w/o Drive-thru	880	1,000 sf GFA	8.42	47%	3.96	\$15.56
Pharmacy/Drugstore w/Drive-thru	881	1,000 sf GFA	8.62	51%	4.40	\$17.28
Supermarket	850	1,000 sf GFA	10.45	64%	6.69	\$26.28
Tire Store	848	1,000 sf GFA	4.15	72%	2.99	\$11.74
Tire Superstore (4g)	849	1,000 sf GFA	2.11	72%	1.52	\$5.97
Video Rental Store (4a)	896	1,000 sf GFA	13.6	53%	7.21	\$28.32
Free-Standing Discount Superstore	813	1,000 sf GFA	3.87	72%	2.79	\$10.96
Free-Standing Discount Store	815	1,000 sf GFA	5.06	83%	4.20	\$16.50

Source: ITE "Trip Generation 7th Edition"

GFA = Gross Floor Area
GLA = Gross Leasable Area
VFP = Vehicle Fuling Position

(1) The New Trip Percentage reduces the average trip rate based on average pass-by trip percentages published in the ITE Trip Generation Handbook (2nd Edition, 2004)

(2) For uses with the unit of measure in "1000 sf GFA" or "1000 sf GLA" the trip rate is given as trips per 1000 square feet

(3) For uses with the unit of measure in "1000 sf GFA" or "1000 sf GLA" the impact fee is given as dollars per square foot

(4) No pass-by rate are available. Pass-by rates were estimated from other similar uses:

Code	Land Use
4a	Drive-in Bank (912)
4b	Auto PArts Sales (843)
4c	Gasoline/Service Station w/Convenience Market (945)
4d	No data available. 25% estimated pass-by
4e	Discount Supermarket (854)
4f	Electronic Superstore (863)
4g	Tire Store (848)

(5) No average PM peak hour trip rate available. Need to perform own PM peak hour traffic count for the identified land use to calculate impact fee.

The Transportation Impact fee for uses located within the downtown core shall be subject to a reduced trip factor resulting in a fifteen (15) percent fee reduction. The downtown core is interpreted in this Ordinance as the properties west of Front Street, south of Cedar Street, east of 7th Street, with the southern limit extending to include properties with frontage on Cota Street between 7th and Front Street.

In-fill development, herein defined as residential development fully within parcels created prior to 1938, either a single lot or multiple lots, utilizing the lot configuration of the original subdivision, a subsequent boundary line adjustment or lot consolidation, but excluding development resulting from a replat of the subject lots, and which would require construction of full street improvements along the project frontage, including at a minimum a full width paved roadway section and curb, is exempt from transportation impact fees.