



Shelton City Council  
Meeting Agenda  
May 2, 2023 at 6:00 p.m.  
Civic Center & Virtual Platform

**A. Call to Order**

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

**B. Council Reports**

**C. Consent Agenda (Action)**

1. Vouchers numbered 108263 through 108271 in the total amount of \$27,621.65
2. Vouchers numbered APA002414 through APA002476 in the total amount of \$410,460.64
3. Vouchers numbered 108277 through 108280 in the total amount of \$40,172.69
4. Vouchers numbered APA002477 through APA002514 in the total amount of \$33,329.98
5. Minutes:
  - Business Meeting of March 21, 2023
  - Study Session of March 28, 2023
  - Business Meeting of April 4, 2023
  - Study Session of April 11, 2023

**D. Presentations**

1. Mason County Historical Society Museum 1<sup>st</sup> Quarter LTAC Report – Presented by Director Liz Arbaugh
2. Blue Zones Activate Mason County – Presented by Executive Director Julie Knott
3. Proclamation – National Public Works Week
4. Proclamation – Provider Appreciation Day

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

1. Resolution No. 1271-0423 Aspect Consulting Contract Change Order No. 2 – Presented by Public Works Director Jay Harris

**F. Action Agenda (Action/Public Comment Taken)**

1. Shelton Police Secure Parking Grant – Presented by Interim City Manager Mark Ziegler

**G. Administration Reports**

1. City Manager Report

**H. 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.*

**I. New Items for Discussion**

**J. Announcement of Next Meeting – May 16, 2023 at 6:00 p.m.**

**K. Adjourn**

**Special Note for Virtual Public Participation**

The meeting can be viewed at: <https://www.youtube.com/user/cityofshelton>

The public can provide comments virtually by:

Email: [donna.nault@sheltonwa.gov](mailto: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.



# 2023 Looking Ahead

(Items and dates are subject to change)

Tues. 5/9 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> <li>Sidewalks</li> </ul>	Packet Items Due: 5/5 @ noon
Tues. 5/16 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> <li>Vouchers/Payroll Warrants/Meeting Minutes Presentation</li> <li>March Financial Status Report</li> <li>Timberland Regional Library</li> </ul> Business Agenda <ul style="list-style-type: none"> <li>ILA Amendment - CMFE</li> </ul> Action Agenda <ul style="list-style-type: none"> <li>Resolution No. 1271-0423 Aspect Consulting Contract Change Order No. 2</li> </ul> Administration Report <ul style="list-style-type: none"> <li></li> </ul>	Packet Items Due: 5/5 @ 5:00 p.m.
Tues. 5/23 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> <li>Street Trees-Downtown Corridor</li> </ul>	Packet Items Due: 5/19 @ noon
Tues. 6/6 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> <li>Vouchers/Payroll Warrants/Meeting Minutes</li> </ul> Business Agenda <ul style="list-style-type: none"> <li>Meadows Edge Annexation Request</li> <li>Public Hearing Ordinance No. 2002-0423 2023 Budget Supplemental</li> </ul> Action Agenda <ul style="list-style-type: none"> <li>ILA Amendment - CMFE</li> </ul> Administration Report <ul style="list-style-type: none"> <li></li> </ul>	Packet Items Due: 5/26 @ 5:00 p.m.
Tues. 6/13 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> <li>Financial Sustainability Task Force Report</li> </ul>	Packet Items Due: 6/9 @ noon
Tues. 6/20 5:45 p.m.	SMPD Meeting	Consent Agenda <ul style="list-style-type: none"> <li>Vouchers/Meeting Minutes</li> </ul> Business Agenda <ul style="list-style-type: none"> <li></li> </ul> Action Agenda <ul style="list-style-type: none"> <li></li> </ul> Administration Report <ul style="list-style-type: none"> <li></li> </ul>	Packet Items Due: 6/9 @ 5:00 p.m.
Tues. 6/20 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> <li>Vouchers/Payroll Warrants/Meeting Minutes Presentation</li> <li>April Financial Status Report</li> </ul> Business Agenda <ul style="list-style-type: none"> <li>Civic Center Parking Lot Final Acceptance</li> </ul> Action Agenda	Packet Items Due: 6/9 @ 5:00 p.m.

		<ul style="list-style-type: none"> <li>• Meadows Edge Annexation Request</li> <li>• Ordinance No. 2002-0423 2023 Budget Supplemental Administration Report</li> <li>•</li> </ul>	
Tues. 6/27 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 6/23 @ noon
Tues. 7/4 HOLIDAY	Regular Meeting	Postponed until 7/11	N/A
Tues. 7/11 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> <li>• Vouchers/Payroll Warrants/Meeting Minutes Presentation</li> <li>• Business Agenda</li> <li>• Action Agenda               <ul style="list-style-type: none"> <li>• Civic Center Parking Lot Final Acceptance</li> </ul> </li> <li>• Administration Report</li> <li>•</li> </ul>	Packet Items Due: 6/30 @ 5:00 p.m.
Tues. 7/18 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> <li>• Vouchers/Payroll Warrants/Meeting Minutes Presentation</li> <li>• Business Agenda</li> <li>• Action Agenda</li> <li>• Administration Report</li> <li>•</li> </ul>	Packet Items Due: 7/7 @ 5:00 p.m.
Tues. 7/25 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 7/21 @ noon

Other – TBD

- Water and Sewer Fee Schedule Revisions (Ordinance removing rates from SMC)
- Public Hearing Ordinance No. 1990-0522 Amending SMC 17.12
- FCS Group Preliminary Water & Sewer Rate Presentation



## 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 108263 through number 108271 in the total amount of \$27,621.65 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 14th of April, 2023.

  
Finance Director

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 \_\_\_\_\_, 2023.

\_\_\_\_\_  
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: APPKT02694 - APRIL 14, 2023 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						
000401	A T & T	04/14/2023	Regular	0.00	55.46	108263
001765	AMERICAN PUBLIC WORKS ASSOC	04/14/2023	Regular	0.00	1,728.00	108264
006400	CASCADE NATURAL GAS	04/14/2023	Regular	0.00	4,533.56	108265
VEN01228	DAN PATTON	04/14/2023	Regular	0.00	420.00	108266
009595	DEPT. OF LICENSING	04/14/2023	Regular	0.00	54.00	108267
018001	EMPLOYMENT SECURITY DEPT	04/14/2023	Regular	0.00	16,547.20	108268
087799	LEMAY MOBILE SHREDDING	04/14/2023	Regular	0.00	28.14	108269
087799	LEMAY MOBILE SHREDDING	04/14/2023	Regular	0.00	28.14	108270
108850	MASON COUNTY GARBAGE CO.-A V	04/14/2023	Regular	0.00	4,227.15	108271

## Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	32	9	0.00	27,621.65
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
	32	9	0.00	27,621.65

Virtual Payments	0	0	0.00	0.00
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	4/2023	27,621.65
			<u>27,621.65</u>



Shelton, WA

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Packet: APPKT02694 - APRIL 14, 2023 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						
000401	A T & T	04/14/2023	Regular	0.00	55.46	108263
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
0302659923001A	Invoice	04/03/2023	0302659923001APR23		55.46	
402-400-000-53580-4200		Communication		0302659923001APR23	55.46	
001765	AMERICAN PUBLIC WORKS ASSOC	04/14/2023	Regular	0.00	1,728.00	108264
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
113022FEB2023	Invoice	02/02/2023	113022 MEMBERSHIP RENEWAL		1,728.00	
101-000-000-54230-4900		Miscellaneous		113022 MEMBERSHIP REN	432.00	
401-000-000-53480-4900		Miscellaneous		113022 MEMBERSHIP REN	432.00	
402-300-000-53580-4900		Miscellaneous		113022 MEMBERSHIP REN	432.00	
404-000-000-53180-4900		Miscellaneous		113022 MEMBERSHIP REN	432.00	
006400	CASCADE NATURAL GAS	04/14/2023	Regular	0.00	4,533.56	108265
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
01912100003APR	Invoice	04/03/2023	01912100003APR23		187.05	
001-140-000-55430-4700		Utility Services-Animal Sh		01912100003APR23	187.05	
07912100000APR	Invoice	04/03/2023	07912100000APR23		608.16	
001-142-000-57250-4700		Utility Services-Library		07912100000APR23	608.16	
31538372017APR	Invoice	04/03/2023	31538372017APR23		1,267.89	
402-400-000-53580-4700		Utility Services-Sewer Ma		31538372017APR23	1,267.89	
53617506497APR	Invoice	04/03/2023	53617506497APR23		100.40	
401-000-000-53480-4701		Utility Services - Shop		53617506497APR23	100.40	
70912100008APR	Invoice	04/03/2023	70912100008APR23		1,041.30	
401-000-000-53480-4701		Utility Services - Shop		70912100008APR23	1,041.30	
80912100007APR	Invoice	04/03/2023	80912100007APR23		59.10	
401-000-000-53480-4701		Utility Services - Shop		80912100007APR23	59.10	
88112100008APR	Invoice	04/03/2023	88112100008APR23		624.17	
001-142-000-51890-4715		Utility Services-Civic Ctr		88112100008APR23	624.17	
90912100006APR	Invoice	04/03/2023	90912100006APR23		645.49	
401-000-000-53480-4701		Utility Services - Shop		90912100006APR23	645.49	
VEN01228	DAN PATTON	04/14/2023	Regular	0.00	420.00	108266
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
CHALLENGECOIN	Invoice	04/12/2023	CHALLENGECOINREIMBAPR23		420.00	
001-118-000-52122-3100		Office and Operating		CHALLENGECOINREIMBAP	420.00	
009595	DEPT. OF LICENSING	04/14/2023	Regular	0.00	54.00	108267
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
SHP230014	Invoice	04/04/2023	JOEL ALLEN MOORE		18.00	
657-000-000-58600-0007		Concealed Pistol Permits		JOEL ALLEN MOORE	18.00	
SHP230016	Invoice	04/05/2023	ALICIA RUTH MOORE		18.00	
657-000-000-58600-0007		Concealed Pistol Permits		ALICIA RUTH MOORE	18.00	
SHP230017	Invoice	04/11/2023	MATTHEW SCOTT WIER		18.00	
657-000-000-58600-0007		Concealed Pistol Permits		MATTHEW SCOTT WIER	18.00	

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Packet: APPKT02694-APRIL 14, 2023 MANUAL AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
018001	EMPLOYMENT SECURITY DEPT	04/14/2023	Regular	0.00	16,547.20	108268
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>QTR1/2023PFML</u>	Invoice	04/01/2023	CUST#C232000085 QTR 1 2023 PFMLA	0.00	16,547.20	
<u>657-000-000-58930-0000</u>		PFMLA Taxes		CUST#C232000085 QTR 1	16,547.20	
087799	LEMAY MOBILE SHREDDING	04/14/2023	Regular	0.00	28.14	108269
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>47890385185</u>	Invoice	04/01/2023	ACCT#2185-952778-1166	0.00	28.14	
<u>001-112-000-51251-4109</u>		Other Professional Servic		ACCT#2185-952778-1166	28.14	
087799	LEMAY MOBILE SHREDDING	04/14/2023	Regular	0.00	28.14	108270
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>47878265185</u>	Invoice	04/01/2023	ACCT#2185-952778-454 SHRED	0.00	28.14	
<u>001-118-000-52122-4100</u>		Patrol-Professional Servic		ACCT#2185-952778-454 S	28.14	
108850	MASON COUNTY GARBAGE CO.-A V	04/14/2023	Regular	0.00	4,227.15	108271
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>75467255149</u>	Invoice	04/01/2023	ACCT#2149-30135	0.00	328.26	
<u>001-142-000-51890-4715</u>		Utility Services-Civic Ctr		ACCT#2149-30135	328.26	
<u>75468015149</u>	Invoice	04/01/2023	ACCT#2149-30714	0.00	118.00	
<u>001-142-000-57250-4700</u>		Utility Services-Library		ACCT#2149-30714	118.00	
<u>75469015149</u>	Invoice	04/01/2023	ACCT#2149-56141	0.00	38.00	
<u>001-142-000-51890-4715</u>		Utility Services-Civic Ctr		ACCT#2149-56141	38.00	
<u>75478125149</u>	Invoice	04/01/2023	ACCT#2149-204368	0.00	34.72	
<u>402-400-000-53580-4700</u>		Utility Services-Sewer Ma		ACCT#2149-204368	34.72	
<u>75478305149</u>	Invoice	04/01/2023	ACCT#2149-204402	0.00	160.84	
<u>402-640-000-53580-4700</u>		Utility Services-Sewer Sat		ACCT#2149-204402	160.84	
<u>75480285149</u>	Invoice	04/01/2023	ACCT#2149-204783	0.00	208.18	
<u>001-119-000-52250-4700</u>		Utility Services		ACCT#2149-204783	208.18	
<u>75483465149</u>	Invoice	04/01/2023	ACCT#2149-205337	0.00	1,259.37	
<u>402-400-000-53580-4700</u>		Utility Services-Sewer Ma		ACCT#2149-205337	1,259.37	
<u>75484965149</u>	Invoice	04/01/2023	ACCT#2149-205584	0.00	34.72	
<u>402-400-000-53580-4700</u>		Utility Services-Sewer Ma		ACCT#2149-205584	34.72	
<u>75490675149</u>	Invoice	04/01/2023	ACCT#2149-206560	0.00	52.05	
<u>001-142-000-57530-4700</u>		Utility Services-Museum		ACCT#2149-206560	52.05	
<u>75491955149</u>	Invoice	04/01/2023	ACCT#2149-206771	0.00	643.35	
<u>001-142-000-51890-4715</u>		Utility Services-Civic Ctr		ACCT#2149-206771	643.35	
<u>75494245149</u>	Invoice	04/01/2023	ACCT#2149-207155	0.00	321.68	
<u>001-142-000-57250-4700</u>		Utility Services-Library		ACCT#2149-207155	321.68	
<u>75495445149</u>	Invoice	04/01/2023	ACCT#2149-207351	0.00	52.05	
<u>001-140-000-55430-4700</u>		Utility Services-Animal Sh		ACCT#2149-207351	52.05	
<u>75496135149</u>	Invoice	04/01/2023	ACCT#2149-207565	0.00	842.11	
<u>001-141-000-57680-4700</u>		Utility Services-Park		ACCT#2149-207565	252.63	
<u>101-000-000-54230-4700</u>		Road & Street Maint - Util		ACCT#2149-207565	117.90	
<u>401-000-000-53480-4700</u>		Utility Services-Water		ACCT#2149-207565	117.90	
<u>402-300-000-53580-4700</u>		Utility Services-Sewer Ma		ACCT#2149-207565	117.90	
<u>404-000-000-53180-4700</u>		Utility Services		ACCT#2149-207565	117.90	
<u>503-000-000-54865-4700</u>		Equip Maint & Rental - U		ACCT#2149-207565	117.88	
<u>75496145149</u>	Invoice	04/01/2023	ACCT#2149-207568	0.00	83.80	
<u>001-141-000-57680-4700</u>		Utility Services-Park		ACCT#2149-207568	13.97	
<u>101-000-000-54230-4700</u>		Road & Street Maint - Util		ACCT#2149-207568	13.97	
<u>401-000-000-53480-4700</u>		Utility Services-Water		ACCT#2149-207568	13.97	



## Check Register

Packet: APPKT02694-APRIL 14, 2023 MANUAL AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<u>402-300-000-53580-4700</u>		Utility Services-Sewer Ma	ACCT#2149-207568		13.97	
<u>404-000-000-53180-4700</u>		Utility Services	ACCT#2149-207568		13.97	
<u>503-000-000-54865-4700</u>		Equip Maint & Rental - U	ACCT#2149-207568		13.95	
<u>75496865149</u>	Invoice	04/01/2023	ACCT#2149-209143	0.00	50.02	
<u>402-400-000-53580-4700</u>		Utility Services-Sewer Ma	ACCT#2149-209143		50.02	

## Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	32	9	0.00	27,621.65
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
	<b>32</b>	<b>9</b>	<b>0.00</b>	<b>27,621.65</b>

Virtual Payments	0	0	0.00	0.00
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	4/2023	27,621.65
			<u>27,621.65</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 APA002414 through number APA002476 in the total amount of \$410,460.64 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 14th of April, 2023.

Michael G. Githens  
Finance Director

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 \_\_\_\_\_, 2023.

\_\_\_\_\_  
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: APPKT02692 - APRIL 14, 2023 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						
000050	AAA SEPTIC LLC	04/14/2023	Virtual Pay	0.00	1,100.00	APA002414
VEN02001	ADVANCED BACKFLOW & CROSS CC	04/14/2023	Virtual Pay	0.00	700.00	APA002415
VEN02418	AGAPE UNLIMITED	04/14/2023	Virtual Pay	0.00	55.00	APA002416
VEN02297	ALDO WAYKAN	04/14/2023	Virtual Pay	0.00	1,300.00	APA002417
VEN02368	ANASTASIA BLAKLEY	04/14/2023	Virtual Pay	0.00	1,162.50	APA002418
VEN01831	ANTHEM SPORTS, LLC	04/14/2023	Virtual Pay	0.00	1,038.47	APA002419
002982	APP	04/14/2023	Virtual Pay	0.00	3,101.48	APA002420
002520	ARAMARK	04/14/2023	Virtual Pay	0.00	136.65	APA002421
003003	ASSOC OF WA CITIES	04/14/2023	Virtual Pay	0.00	16,500.00	APA002422
VEN02409	BRUMFIELD CONSTRUCTION INC	04/14/2023	Virtual Pay	0.00	61,359.80	APA002423
098000	BUILDERS FIRSTSOURCE	04/14/2023	Virtual Pay	0.00	27.37	APA002424
005900	CAPITAL BUSINESS MACHINES	04/14/2023	Virtual Pay	0.00	857.81	APA002425
005910	CAPITAL INDUSTRIAL INC.	04/14/2023	Virtual Pay	0.00	6.78	APA002426
108679	CENTRAL MASON FIRE AND EMS	04/14/2023	Virtual Pay	0.00	194,379.26	APA002427
VEN02285	CONSEJO COUNSELING & REFERRAL	04/14/2023	Virtual Pay	0.00	6,000.00	APA002428
008565	CORRECT EQUIPMENT	04/14/2023	Virtual Pay	0.00	546.80	APA002429
009200	DAN RUBINO	04/14/2023	Virtual Pay	0.00	372.10	APA002430
009251	DATAPROSE LLC	04/14/2023	Virtual Pay	0.00	2,558.52	APA002431
VEN02319	DENALI WATER SOLUTIONS LLC	04/14/2023	Virtual Pay	0.00	4,440.14	APA002432
009576	DEPT OF ENTERPRISE SRVS	04/14/2023	Virtual Pay	0.00	1,213.46	APA002433
009587	DEPT OF LABOR & INDUST	04/14/2023	Virtual Pay	0.00	149.00	APA002434
VEN01592	EDGAR JERONIMO PABLO	04/14/2023	Virtual Pay	0.00	420.00	APA002435
023078	FASTENAL COMPANY	04/14/2023	Virtual Pay	0.00	859.65	APA002436
VEN01406	FERGUSON WATERWORKS	04/14/2023	Virtual Pay	0.00	1,488.08	APA002437
080980	GILLIARDI LOGGING & CONSTRUCTI	04/14/2023	Virtual Pay	0.00	122.20	APA002438
044700	GUARDIAN SECURITY SYSTEM	04/14/2023	Virtual Pay	0.00	59.85	APA002439
045000	H.D. FOWLER COMPANY	04/14/2023	Virtual Pay	0.00	3,836.26	APA002440
045150	HACH COMPANY	04/14/2023	Virtual Pay	0.00	14,420.35	APA002441
VEN02255	HARBOR SAW & SUPPLY INC	04/14/2023	Virtual Pay	0.00	176.68	APA002442
VEN02276	JAMES N DOCTER	04/14/2023	Virtual Pay	0.00	3,000.00	APA002443
079581	KCDA PURCHASING COOPERATIVE	04/14/2023	Virtual Pay	0.00	364.06	APA002444
085075	LAKESIDE INDUSTRIES	04/14/2023	Virtual Pay	0.00	1,983.31	APA002445
085995	LANGUAGE LINE SERVICES	04/14/2023	Virtual Pay	0.00	116.28	APA002446
VEN01286	MASON CONSERVATION DISTRICT	04/14/2023	Virtual Pay	0.00	9,742.02	APA002447
114420	MASON TRANSIT AUTHORITY	04/14/2023	Virtual Pay	0.00	300.00	APA002448
VEN02241	MICHELLE PUGH	04/14/2023	Virtual Pay	0.00	172.00	APA002449
132235	MOUNTAIN MIST WATER	04/14/2023	Virtual Pay	0.00	275.95	APA002450
142300	NISQUALLY INDIAN TRIBE	04/14/2023	Virtual Pay	0.00	10,553.56	APA002451
142965	NORTHSTAR CHEMICAL, INC	04/14/2023	Virtual Pay	0.00	5,279.52	APA002452
VEN02419	NORTHWEST RESOURCES II, INC	04/14/2023	Virtual Pay	0.00	185.00	APA002453
VEN01351	OSCAR MATIAS PABLO	04/14/2023	Virtual Pay	0.00	280.00	APA002454
165704	R & D SUPPLY	04/14/2023	Virtual Pay	0.00	530.18	APA002455
166883	RAILROAD MANAGEMENT	04/14/2023	Virtual Pay	0.00	636.78	APA002456
903584	RIGHT SYSTEMS	04/14/2023	Virtual Pay	0.00	12,002.82	APA002457
178231	SEAN CARNEY	04/14/2023	Virtual Pay	0.00	276.00	APA002458
VEN02320	SWANK MOTION PICTURES, INC.	04/14/2023	Virtual Pay	0.00	2,880.00	APA002459
200235	TACOMA SCREW PRODUCTS INC	04/14/2023	Virtual Pay	0.00	140.49	APA002460
178252	TASCHNER LAW, PLLC	04/14/2023	Virtual Pay	0.00	10,583.00	APA002461
VEN01609	TEREX USA, LLC	04/14/2023	Virtual Pay	0.00	1,219.79	APA002462
VEN01972	THOMAS A FURRER	04/14/2023	Virtual Pay	0.00	1,552.50	APA002463
200985	THURSTON CO PUBLIC HEALTH	04/14/2023	Virtual Pay	0.00	672.00	APA002464
201148	TMG SERVICES, INC.	04/14/2023	Virtual Pay	0.00	9,088.55	APA002465
201300	TOZIER BROS INC.	04/14/2023	Virtual Pay	0.00	143.49	APA002466
201875	TYLER TECHNOLOGIES	04/14/2023	Virtual Pay	0.00	2,080.00	APA002467

## Check Register

Packet: APPKT02692-APRIL 14, 2023 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
202195	U.S. BANK N.A.-CUSTODY	04/14/2023	Virtual Pay	0.00	46.00	APA002468
202308	USABUEBOOK	04/14/2023	Virtual Pay	0.00	640.74	APA002469
VEN02408	VEOLIA WATER TECHNOLOGIES TRE	04/14/2023	Virtual Pay	0.00	2,252.89	APA002470
VEN01983	WA LAW ENFORCEMENT INFORMA	04/14/2023	Virtual Pay	0.00	50.00	APA002471
009580	WA ST DEPT OF HEALTH-WATER	04/14/2023	Virtual Pay	0.00	1,071.00	APA002472
VEN02287	WARRIOR WOMAN LAW PLLC	04/14/2023	Virtual Pay	0.00	400.00	APA002473
203780	WATER MGMNT LABORATORIES INC	04/14/2023	Virtual Pay	0.00	324.00	APA002474
204125	WHITNEY EQUIPMENT CO.	04/14/2023	Virtual Pay	0.00	2,374.49	APA002475
155563	YOUNGLOVE & COKER-PLLC	04/14/2023	Virtual Pay	0.00	10,856.01	APA002476

## 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	113	63	0.00	410,460.64
	<b>113</b>	<b>63</b>	<b>0.00</b>	<b>410,460.64</b>

Virtual Payments	113	63	0.00	410,460.64
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### Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	4/2023	410,460.64
			<u>410,460.64</u> ✓



Shelton, WA

## Check Register

Packet: APPKT02692 - APRIL 14, 2023 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 000050	AAA SEPTIC LLC	04/14/2023	Virtual Pay	0.00	1,100.00	APA002414
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>113028</u>	Invoice	03/01/2023	CUST#C2936 SHELTON SPRINGS COURSE	0.00	100.00	
<u>001-141-000-57680-4500</u>		Operating Rentals		CUST#C2936 SHELTON SPR	100.00	
<u>113033</u>	Invoice	03/01/2023	CUST# C2936 SHELTON SPRINGS COURSE	0.00	900.00	
<u>001-141-000-57680-4500</u>		Operating Rentals		CUST# C2936 SHELTON SP	900.00	
<u>113847</u>	Invoice	04/01/2023	CUST#C2936 SHELTON SPRINGS COURSE	0.00	100.00	
<u>001-141-000-57680-4500</u>		Operating Rentals		CUST#C2936 SHELTON SPR	100.00	
VEN02001	ADVANCED BACKFLOW & CROSS CC	04/14/2023	Virtual Pay	0.00	700.00	APA002415
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>163</u>	Invoice	03/30/2023	ANNUAL BACKFLOW ASSEMBLY TESTING	0.00	700.00	
<u>402-400-000-53580-4800</u>		Repairs and Maintenance		ANNUAL BACKFLOW ASSE	700.00	
VEN02418	AGAPE UNLIMITED	04/14/2023	Virtual Pay	0.00	55.00	APA002416
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>780984</u>	Invoice	02/06/2023	UA FEE RAMIREZ NOLIBER	0.00	11.00	
<u>001-112-000-52360-4101</u>		Prof Services-Case Superv	22 - ITC	UA FEE RAMIREZ NOLIBER	11.00	
<u>781172</u>	Invoice	02/16/2023	UA FEE RAMIREZ NOLIBER	0.00	11.00	
<u>001-112-000-52360-4101</u>		Prof Services-Case Superv		UA FEE RAMIREZ NOLIBER	11.00	
<u>781269</u>	Invoice	02/23/2023	UA FEE RAMIREZ NOLIBER	0.00	11.00	
<u>001-112-000-52360-4101</u>		Prof Services-Case Superv	22 - ITC	UA FEE RAMIREZ NOLIBER	11.00	
<u>781388</u>	Invoice	03/01/2023	UA FEE RAMIREZ NOLIBER	0.00	11.00	
<u>001-112-000-52360-4101</u>		Prof Services-Case Superv	22 - ITC	UA FEE RAMIREZ NOLIBER	11.00	
<u>781473</u>	Invoice	03/06/2023	UA FEE RAMIREZ, NOLIBER	0.00	11.00	
<u>001-112-000-52360-4101</u>		Prof Services-Case Superv	22 - ITC	UA FEE RAMIREZ, NOLIBER	11.00	
VEN02297	ALDO WAYKAN	04/14/2023	Virtual Pay	0.00	1,300.00	APA002417
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>JAN-MAR2023</u>	Invoice	04/11/2023	JAN-MAR 2023 INTERPRETATION	0.00	1,300.00	
<u>001-112-000-51251-4106</u>		Interpreter Expenses	22 - ITC	JAN-MAR 2023 INTERPRET	1,300.00	
VEN02368	ANASTASIA BLAKLEY	04/14/2023	Virtual Pay	0.00	1,162.50	APA002418
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>152</u>	Invoice	04/01/2023	00118-FOSTER	0.00	592.50	
<u>001-122-000-51593-4100</u>		Public Defense/Adult Mis		00118-FOSTER	592.50	
<u>153</u>	Invoice	04/01/2023	00120-JACKSON	0.00	180.00	
<u>001-122-000-51593-4100</u>		Public Defense/Adult Mis		00120-JACKSON	180.00	
<u>154</u>	Invoice	04/01/2023	00116-OBERRY	0.00	307.50	
<u>001-122-000-51593-4101</u>		LEGAL - OPD Grant Public		00116-OBERRY	307.50	
<u>155</u>	Invoice	04/01/2023	00075-REYES MOLINA	0.00	82.50	
<u>001-122-000-51593-4100</u>		Public Defense/Adult Mis		00075-REYES MOLINA	82.50	
VEN01831	ANTHEM SPORTS, LLC	04/14/2023	Virtual Pay	0.00	1,038.47	APA002419



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Packet: APPKT02692-APRIL 14, 2023 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	
<u>365803</u>	Invoice	04/06/2023	DUDLEY SOFTBALLS	0.00	1,038.47	
<u>001-141-000-57120-3100</u>		Office and Operating			1,038.47	
002982	APP	04/14/2023	Virtual Pay	0.00	3,101.48	APA002420
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>23-789414</u>	Invoice	03/29/2023	ACCT#AP7500158 FUEL	0.00	3,101.48	
<u>503-250-000-58900-0001</u>		Inventory-Gas		ACCT#AP7500158 FUEL	3,101.48	
002520	ARAMARK	04/14/2023	Virtual Pay	0.00	136.65	APA002421
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>5120213004</u>	Invoice	03/29/2023	ACCT#792105973 COVERALLS,MATS,TOW	0.00	65.71	
<u>402-400-000-53580-4900</u>		Miscellaneous		ACCT#792105973 COVERA	65.71	
<u>5120217737</u>	Invoice	04/05/2023	ACCT#792105972 MATS,TOWELS,COVERA	0.00	70.94	
<u>401-000-000-53480-4901</u>		Miscellaneous - Shop		ACCT#792105972 MATS,T	70.94	
003003	ASSOC OF WA CITIES	04/14/2023	Virtual Pay	0.00	16,500.00	APA002422
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>116071</u>	Invoice	04/05/2023	AWC GIS ANNUAL FEE	0.00	16,500.00	
<u>101-000-000-54230-4100</u>		Professional Services/Adv	20-GISASSET	AWC GIS ANNUAL FEE	3,300.00	
<u>401-000-000-53480-4100</u>		Professional Services/Adv	20-GISASSET	AWC GIS ANNUAL FEE	5,775.00	
<u>402-400-000-53580-4100</u>		Professional Services/Adv	20-GISASSET	AWC GIS ANNUAL FEE	5,775.00	
<u>404-000-000-53180-4105</u>		Professional Services/Adv	20-GISASSET	AWC GIS ANNUAL FEE	1,650.00	
VEN02409	BRUMFIELD CONSTRUCTION INC	04/14/2023	Virtual Pay	0.00	61,359.80	APA002423
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>PAYESTIMATE02</u>	Invoice	04/11/2023	PAYESTIMATE02	0.00	61,359.80	
<u>403-000-901-59437-6300</u>		Landfill Closeout	"C" St. Landfill	PAYESTIMATE02	61,359.80	
098000	BUILDERS FIRSTSOURCE	04/14/2023	Virtual Pay	0.00	27.37	APA002424
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>87072440</u>	Invoice	04/05/2023	ACCT#671668 LUMBER	0.00	27.37	
<u>402-640-000-53580-3100</u>		Office and Operating		ACCT#671668 LUMBER	27.37	
005900	CAPITAL BUSINESS MACHINES	04/14/2023	Virtual Pay	0.00	857.81	APA002425
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>INV148054</u>	Invoice	04/06/2023	CONTRACT#12512-01	0.00	412.19	
<u>001-110-000-51160-4500</u>		Operating Rentals		CONTRACT#12512-01	101.81	
<u>001-111-000-51421-4500</u>		Operating Rentals		CONTRACT#12512-01	3.87	
<u>001-111-000-51423-4500</u>		Operating Rentals		CONTRACT#12512-01	14.43	
<u>001-115-000-51896-4500</u>		Operating Rentals		CONTRACT#12512-01	137.88	
<u>001-120-000-51310-4500</u>		Operating Rentals		CONTRACT#12512-01	4.66	
<u>001-121-000-51430-4500</u>		Operating Rentals		CONTRACT#12512-01	1.15	
<u>001-130-000-51810-4500</u>		Operating Rentals		CONTRACT#12512-01	0.37	
<u>001-132-000-51888-4500</u>		Operating Rentals		CONTRACT#12512-01	16.49	
<u>001-140-000-55860-4500</u>		Operating Rentals		CONTRACT#12512-01	106.14	
<u>001-141-000-57680-4500</u>		Operating Rentals		CONTRACT#12512-01	11.46	
<u>001-142-000-51830-4500</u>		Operating Rental		CONTRACT#12512-01	13.44	
<u>001-143-000-57320-4500</u>		Operating Rentals		CONTRACT#12512-01	0.49	
<u>INV148055</u>	Invoice	04/06/2023	CONTRACT#12533-01 SHOP	0.00	120.08	
<u>401-000-000-53480-4501</u>		Operating Rentals - Shop		CONTRACT#12533-01 SHO	120.08	
<u>INV148056</u>	Invoice	04/06/2023	CONTRACT#CN1866-01 WWTP	0.00	86.68	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
402-400-000-53580-4500		Operating Rentals	CONTRACT#CN1866-01 W		86.68	
INV148064	Invoice	04/06/2023	CONTRACT#CN3142-01	0.00	27.20	
001-112-000-51251-4500		Operating Rentals	CONTRACT#CN3142-01		27.20	
INV148065	Invoice	04/06/2023	CONTRACT#CN3143-01	0.00	53.92	
001-112-000-51251-4500		Operating Rentals	CONTRACT#CN3143-01		53.92	
INV148066	Invoice	04/06/2023	CONTRACT#CN3144-01	0.00	38.08	
001-112-000-51251-4500		Operating Rentals	CONTRACT#CN3144-01		38.08	
INV148886	Invoice	04/06/2023	CONTRACT#CN2621-01	0.00	89.98	
001-118-000-52122-4500		Operating Rentals	CONTRACT#CN2621-01		89.98	
INV148887	Invoice	04/06/2023	CONTRACT#CN2736-01	0.00	24.24	
001-118-000-52122-4500		Operating Rentals	CONTRACT#CN2736-01		24.24	
INV149338	Invoice	04/10/2023	CONTRACT#CN1692-01	0.00	5.44	
001-112-000-51251-4500		Operating Rentals	CONTRACT#CN1692-01		5.44	
005910	CAPITAL INDUSTRIAL INC.	04/14/2023	Virtual Pay	0.00	6.78	APA002426
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
0000055035	Invoice	03/09/2023	CUST# CUS-0178 LOVEJOY COUPLING	0.00	6.78	
402-400-000-53580-3100		Office and Operating		CUST# CUS-0178 LOVEJOY	6.78	
108679	CENTRAL MASON FIRE AND EMS	04/14/2023	Virtual Pay	0.00	194,379.26	APA002427
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
1026	Invoice	03/17/2023	CUST#85 MARCH 2023 FIRE MARSHALL FE	0.00	5,452.50	
001-119-000-52230-4103		Prof Svcs Fire Prevention-		CUST#85 MARCH 2023 FIR	5,452.50	
APRIL/2023	Invoice	04/01/2023	APRIL 2023 FIRE SERVICES	0.00	188,926.76	
001-119-000-52220-4103		Prof FF Services-Fire Dist		APRIL 2023 FIRE SERVICES	138,111.93	
001-119-000-52221-4103		Prof EMS Services-Fire Di		APRIL 2023 FIRE SERVICES	46,037.31	
001-119-000-52260-4100		Professional Serv - CMFE		APRIL 2023 FIRE SERVICES	4,777.52	
VEN02285	CONSEJO COUNSELING & REFERRAL	04/14/2023	Virtual Pay	0.00	6,000.00	APA002428
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
15	Invoice	04/07/2023	COUNSELING SERVICES APRIL 2023	0.00	6,000.00	
001-112-000-51251-4109		Other Professional Servic	22 - ITC	COUNSELING SERVICES AP	6,000.00	
008565	CORRECT EQUIPMENT	04/14/2023	Virtual Pay	0.00	546.80	APA002429
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
48624	Invoice	01/31/2023	ELBOW PENCIL ELECTRODE SET	0.00	546.80	
402-400-000-53580-3100		Office and Operating		ELBOW PENCIL ELECTROD	546.80	
009200	DAN RUBINO	04/14/2023	Virtual Pay	0.00	372.10	APA002430
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
94818	Invoice	03/15/2023	MASTER PADLOCKS	0.00	332.93	
402-400-000-53580-3100		Office and Operating		MASTER PADLOCKS	332.93	
94832	Invoice	03/04/2023	A BEST KEYS	0.00	39.17	
402-400-000-53580-3100		Office and Operating		A BEST KEYS	39.17	
009251	DATAPROSE LLC	04/14/2023	Virtual Pay	0.00	2,558.52	APA002431
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
DP2301062	Invoice	03/31/2023	ACCT#1397 MARCH 2023 STATEMENTS	0.00	2,558.52	
001-111-000-51421-4100		Professional Services/Adv		ACCT#1397 MARCH 2023 S	484.21	
001-111-000-51421-4200		Communication		ACCT#1397 MARCH 2023 S	2,074.31	
VEN02319	DENALI WATER SOLUTIONS LLC	04/14/2023	Virtual Pay	0.00	4,440.14	APA002432



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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	
<u>INV442811</u>	Invoice	03/31/2023	CUST#599121378	TRANSPORTATION SVCS	0.00	4,440.14
<u>402-400-000-53580-4100</u>		Professional Services/Adv	CUST#599121378	TRANSP		4,440.14
009576	DEPT OF ENTERPRISE SRVS	04/14/2023	Virtual Pay	0.00	1,213.46	APA002433
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>731122506</u>	Invoice	04/04/2023	CUST#22301-001	CRIMINAL CITATION BO	0.00	606.73
<u>001-118-000-52122-3100</u>		Office and Operating		CUST#22301-001 CRIMINA		606.73
<u>731122507</u>	Invoice	04/04/2023	CUST#22301-001	INFRACTION BOOK	0.00	606.73
<u>001-118-000-52122-3100</u>		Office and Operating		CUST#22301-001 INFRACTI		606.73
009587	DEPT OF LABOR & INDUST	04/14/2023	Virtual Pay	0.00	149.00	APA002434
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>319791</u>	Invoice	04/12/2023	ANNUAL OP CERTIFICATE	LIBRARY	0.00	149.00
<u>001-142-000-57250-3100</u>		Office and Operating		ANNUAL OP CERTIFICATE L		149.00
VEN01592	EDGAR JERONIMO PABLO	04/14/2023	Virtual Pay	0.00	420.00	APA002435
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>46</u>	Invoice	04/10/2023	MAM INTERPRETATION		0.00	420.00
<u>001-112-000-51251-4106</u>		Interpreter Expenses	22 - ITC	MAM INTERPRETATION		420.00
023078	FASTENAL COMPANY	04/14/2023	Virtual Pay	0.00	859.65	APA002436
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>WATUM212418</u>	Invoice	04/06/2023	CUST#WATUM1147	SUPPLIES	0.00	44.48
<u>401-000-000-53480-3100</u>		Office and Operating		CUST#WATUM1147 SUPPL		44.48
<u>WATUM212419</u>	Invoice	04/06/2023	CUST#WATUM1961	SAFETY VEST, PAPER	0.00	268.12
<u>401-000-000-53480-3100</u>		Office and Operating		CUST#WATUM1961 SAFET		268.12
<u>WATUM212420</u>	Invoice	04/06/2023	CUST#WATUM1962	GLOVES	0.00	205.88
<u>402-400-000-53580-3100</u>		Office and Operating		CUST#WATUM1962 GLOVE		205.88
<u>WATUM212517</u>	Invoice	03/29/2023	CUST#WATUM1991	MISC SUPPLIES	0.00	85.48
<u>001-118-000-52122-3100</u>		Office and Operating		CUST#WATUM1991 MISC		85.48
<u>WATUM212733</u>	Invoice	04/05/2023	CUST#WATUM1991	FLASH DRIVE	0.00	139.95
<u>001-118-000-52122-3100</u>		Office and Operating		CUST#WATUM1991 FLASH		139.95
<u>WATUM212743</u>	Invoice	04/05/2023	CUST#WATUM1962	MISC SUPPLIES	0.00	115.74
<u>402-400-000-53580-3100</u>		Office and Operating		CUST#WATUM1962 MISC		115.74
VEN01406	FERGUSON WATERWORKS	04/14/2023	Virtual Pay	0.00	1,488.08	APA002437
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>1185555</u>	Invoice	03/22/2023	CUST#57007 6"	METER VAULT	0.00	1,488.08
<u>411-000-000-59434-3100</u>		Water Capital Exp-Supplie	21-AMR	CUST#57007 6" METER VA		744.04
<u>412-000-000-59435-3100</u>		Sewer-Capital Exp-Oper P	21-AMR	CUST#57007 6" METER VA		744.04
080980	GILLIARDI LOGGING & CONSTRUCTI	04/14/2023	Virtual Pay	0.00	122.20	APA002438
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>16970</u>	Invoice	01/09/2023	1 1/4 CLEAN RETAIL		0.00	122.20
<u>401-000-000-53480-3100</u>		Office and Operating		1 1/4 CLEAN RETAIL		122.20
044700	GUARDIAN SECURITY SYSTEM	04/14/2023	Virtual Pay	0.00	59.85	APA002439

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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	
<u>1347889</u>	Invoice	04/01/2023	CUST#313901 FIRE ALARM SVCS MAY 202	0.00	59.85	
<u>001-142-000-57250-3100</u>		Office and Operating		CUST#313901 FIRE ALARM	59.85	
045000	H.D. FOWLER COMPANY	04/14/2023	Virtual Pay	0.00	3,836.26	APA002440
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>16338769</u>	Invoice	03/15/2023	ACCT#194680 GASKETS, NUTS/BOLTS, SP	0.00	952.90	
<u>411-000-000-59434-3100</u>		Water Capital Exp-Supplie	21-AMR	ACCT#194680 GASKETS, N	476.45	
<u>412-000-000-59435-3100</u>		Sewer-Capital Exp-Oper P	21-AMR	ACCT#194680 GASKETS, N	476.45	
<u>16338772</u>	Invoice	03/15/2023	ACCT#194680 ANGLE BALL VALVE	0.00	739.01	
<u>401-000-000-53480-3100</u>		Office and Operating		ACCT#194680 ANGLE BALL	739.01	
<u>16338775</u>	Invoice	03/15/2023	ACCT#194680 BALL VALVE	0.00	807.84	
<u>401-000-000-53480-3100</u>		Office and Operating		ACCT#194680 BALL VALVE	807.84	
<u>16348268</u>	Invoice	03/28/2023	ACCT#194680 BALL VALVE	0.00	1,038.61	
<u>401-000-000-53480-3100</u>		Office and Operating		ACCT#194680 BALL VALVE	1,038.61	
<u>16348270</u>	Invoice	03/28/2023	ACCT#194680 LID FOR VALVE BOX	0.00	297.90	
<u>401-000-000-53480-3100</u>		Office and Operating		ACCT#194680 LID FOR VAL	297.90	
045150	HACH COMPANY	04/14/2023	Virtual Pay	0.00	14,420.35	APA002441
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>13514918</u>	Invoice	03/22/2023	ACCT#170152 SC4500 CONTROLLER	0.00	13,299.71	
<u>402-640-000-53580-4800</u>		Repairs and Maintenance		ACCT#170152 SC4500 CO	13,299.71	
<u>13519729</u>	Invoice	03/30/2023	ACCT#170152 ANNUAL SERVICE CONTRA	0.00	1,120.64	
<u>402-400-000-53580-4800</u>		Repairs and Maintenance		ACCT#170152 ANNUAL SE	1,120.64	
VEN02255	HARBOR SAW & SUPPLY INC	04/14/2023	Virtual Pay	0.00	176.68	APA002442
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>743001</u>	Invoice	03/01/2023	CUST#21758 SPRAY GUN, NOZZLE, WAND	0.00	176.68	
<u>402-400-000-53580-3100</u>		Office and Operating		CUST#21758 SPRAY GUN,	176.68	
VEN02276	JAMES N DOCTER	04/14/2023	Virtual Pay	0.00	3,000.00	APA002443
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>15</u>	Invoice	04/07/2023	FACILITATOR SERVICES APRIL 2023	0.00	3,000.00	
<u>001-112-000-51251-4109</u>		Other Professional Serv	22 - ITC	FACILITATOR SERVICES APR	3,000.00	
079581	KCDA PURCHASING COOPERATIVE	04/14/2023	Virtual Pay	0.00	364.06	APA002444
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>300706458</u>	Invoice	03/28/2023	CUST#101367 OFFICE SUPPLIES	0.00	131.95	
<u>001-118-000-52122-3100</u>		Office and Operating		CUST#101367 OFFICE SUP	131.95	
<u>300706483</u>	Invoice	03/28/2023	CUST#101367 OFFICE SUPPLIES	0.00	232.11	
<u>001-118-000-52122-3100</u>		Office and Operating		CUST#101367 OFFICE SUP	232.11	
085075	LAKESIDE INDUSTRIES	04/14/2023	Virtual Pay	0.00	1,983.31	APA002445
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>225775</u>	Invoice	03/25/2023	CUST#101048 ASPHALT	0.00	1,983.31	
<u>101-000-000-54230-3100</u>		Office and Operating		CUST#101048 ASPHALT	1,983.31	
085995	LANGUAGE LINE SERVICES	04/14/2023	Virtual Pay	0.00	116.28	APA002446



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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	
<u>10971489</u>	Invoice	03/31/2023	ACCT#9020514029 INTERPRETATION	0.00	116.28	
<u>001-112-000-51251-4106</u>		Interpreter Expenses	ACCT#9020514029 INTERP		116.28	
VEN01286	MASON CONSERVATION DISTRICT	04/14/2023	Virtual Pay	0.00	9,742.02	APA002447
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>4383</u>	Invoice	03/23/2023	CUST#50 GRANT INVOICING	0.00	9,742.02	
<u>404-000-000-53180-4100</u>		Prof Serv-Stormwater Im	CUST#50 GRANT INVOICIN		9,742.02	
114420	MASON TRANSIT AUTHORITY	04/14/2023	Virtual Pay	0.00	300.00	APA002448
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>10964</u>	Invoice	03/31/2023	CUST#CIT100 EVENT RENTAL INCOME	0.00	300.00	
<u>001-141-000-57120-4500</u>		Operating Rentals	CUST#CIT100 EVENT RENT		300.00	
VEN02241	MICHELLE PUGH	04/14/2023	Virtual Pay	0.00	172.00	APA002449
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>YOGAMARCH202</u>	Invoice	04/06/2023	YOGAMARCH2023	0.00	172.00	
<u>001-141-000-57120-4100</u>		Professional Services/Adv	YOGAMARCH2023		172.00	
132235	MOUNTAIN MIST WATER	04/14/2023	Virtual Pay	0.00	275.95	APA002450
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>005080369</u>	Invoice	11/17/2022	ACCT#050147 WWTP	0.00	35.33	
<u>402-400-000-53580-3100</u>		Office and Operating	ACCT#050147 WWTP		35.33	
<u>005203753</u>	Invoice	01/30/2023	ACCT#050147 WWTP	0.00	8.70	
<u>402-400-000-53580-4500</u>		Operating Rentals	ACCT#050147 WWTP		8.70	
<u>005204796</u>	Invoice	01/30/2023	ACCT#088436 MUNI COURT	0.00	4.35	
<u>001-112-000-51251-4500</u>		Operating Rentals	ACCT#088436 MUNI COUR		4.35	
<u>005261557</u>	Invoice	03/01/2023	ACCT#050147 WWTP	0.00	72.00	
<u>402-400-000-53580-3100</u>		Office and Operating	ACCT#050147 WWTP		63.30	
<u>402-400-000-53580-4500</u>		Operating Rentals	ACCT#050147 WWTP		8.70	
<u>005284990</u>	Invoice	03/15/2023	ACCT#050147 WWTP	0.00	81.95	
<u>402-400-000-53580-3100</u>		Office and Operating	ACCT#050147 WWTP		81.95	
<u>005307842</u>	Invoice	03/29/2023	ACCT#050147 WWTP	0.00	72.62	
<u>402-400-000-53580-3100</u>		Office and Operating	ACCT#050147 WWTP		72.62	
<u>005315887</u>	Invoice	03/30/2023	ACCT#050147 WWTP	0.00	1.00	
<u>402-400-000-53580-3100</u>		Office and Operating	ACCT#050147 WWTP		1.00	
142300	NISQUALLY INDIAN TRIBE	04/14/2023	Virtual Pay	0.00	10,553.56	APA002451
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>34631</u>	Invoice	02/28/2023	FEB 2023 INMATE PHARM REIMB	0.00	23.56	
<u>001-123-000-52360-4100</u>		Prof Services-Prisoner Me	FEB 2023 INMATE PHARM		23.56	
<u>34650</u>	Invoice	03/31/2023	MARCH 2023 INCAR/BOOKING FEES	0.00	10,530.00	
<u>001-123-000-52360-4103</u>		Professional Services/Adv	MARCH 2023 INCAR/BOOK		10,530.00	
142965	NORTHSTAR CHEMICAL, INC	04/14/2023	Virtual Pay	0.00	5,279.52	APA002452
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>249505</u>	Invoice	04/06/2023	CUST#100472 SODIUM HYPOCHLORITE	0.00	5,279.52	
<u>402-640-000-53580-3100</u>		Office and Operating	CUST#100472 SODIUM HY		5,279.52	
VEN02419	NORTHWEST RESOURCES II, INC	04/14/2023	Virtual Pay	0.00	185.00	APA002453

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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		
1597	Invoice	04/05/2023	PRIVATE UA TESTING	0.00	185.00	
001-112-000-52360-4101	Prof Services-Case Superv	22 - ITC	PRIVATE UA TESTING		185.00	
VEN01351	OSCAR MATIAS PABLO	04/14/2023	Virtual Pay	0.00	280.00	APA002454
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
INTERPRETATION	Invoice	04/05/2023	INTERPRETATION04052023	0.00	280.00	
001-112-000-51251-4106	Interpreter Expenses		INTERPRETATION0405202		280.00	
165704	R & D SUPPLY	04/14/2023	Virtual Pay	0.00	530.18	APA002455
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
246686	Invoice	03/31/2023	CUST#60CS18 MISC SUPPLIES	0.00	530.18	
001-142-000-51830-3100	Office and Operating		CUST#60CS18 MISC SUPPL		49.54	
001-142-000-51830-3100	Office and Operating		CUST#60CS18 MISC SUPPL		1.36	
001-142-000-51890-3115	Office and Operating-Civi		CUST#60CS18 MISC SUPPL		165.65	
001-142-000-51890-3115	Office and Operating-Civi		CUST#60CS18 MISC SUPPL		60.47	
001-142-000-51890-3115	Office and Operating-Civi		CUST#60CS18 MISC SUPPL		42.07	
001-142-000-51890-3115	Office and Operating-Civi		CUST#60CS18 MISC SUPPL		52.22	
001-142-000-51890-3115	Office and Operating-Civi		CUST#60CS18 MISC SUPPL		1.36	
001-142-000-57250-3100	Office and Operating		CUST#60CS18 MISC SUPPL		42.07	
001-142-000-57250-3100	Office and Operating		CUST#60CS18 MISC SUPPL		52.22	
001-142-000-57250-3100	Office and Operating		CUST#60CS18 MISC SUPPL		1.36	
401-000-000-53480-3100	Office and Operating		CUST#60CS18 MISC SUPPL		60.47	
401-000-000-53480-3100	Office and Operating		CUST#60CS18 MISC SUPPL		1.39	
166883	RAILROAD MANAGEMENT	04/14/2023	Virtual Pay	0.00	636.78	APA002456
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
478963	Invoice	03/30/2023	CUST#272861 LICENSE FEES	0.00	636.78	
402-400-000-53580-3100	Office and Operating		CUST#272861 LICENSE FEE		636.78	
903584	RIGHT SYSTEMS	04/14/2023	Virtual Pay	0.00	12,002.82	APA002457
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
SI-180483	Invoice	04/05/2023	CUST#COS006 MANAGED SVCS APRIL 202	0.00	12,002.82	
001-132-000-51888-4100	Data Processing-Prof Svcs		CUST#COS006 MANAGED		12,002.82	
178231	SEAN CARNEY	04/14/2023	Virtual Pay	0.00	276.00	APA002458
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
KIMUDOMARCH2	Invoice	04/06/2023	KIMUDOMARCH2023	0.00	276.00	
001-141-000-57120-4100	Professional Services/Adv		KIMUDOMARCH2023		276.00	
VEN02320	SWANK MOTION PICTURES, INC.	04/14/2023	Virtual Pay	0.00	2,880.00	APA002459
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
2030275	Invoice	03/29/2023	SUMMER MOVIES IN PARK	0.00	2,880.00	
001-141-000-57120-4100	Professional Services/Adv		SUMMER MOVIES IN PARK		2,880.00	
200235	TACOMA SCREW PRODUCTS INC	04/14/2023	Virtual Pay	0.00	140.49	APA002460
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
170069805-00	Invoice	04/04/2023	CUST#103300 MISC	0.00	140.49	
402-640-000-53580-3100	Office and Operating		CUST#103300 MISC		140.49	
178252	TASCHNER LAW, PLLC	04/14/2023	Virtual Pay	0.00	10,583.00	APA002461



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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	
16	Invoice	04/07/2023	PUBLIC DEFENDER SVCS APRIL 2023	0.00	1,500.00	
<u>001-122-000-51593-4101</u>		LEGAL - OPD Grant Public		PUBLIC DEFENDER SVCS A	1,500.00	
APRIL/2023	Invoice	04/01/2023	APRIL 2023 PUBLIC DEFENSE SVCS	0.00	9,083.00	
<u>001-122-000-51593-4100</u>		Public Defense/Adult Mis		APRIL 2023 PUBLIC DEFEN	9,083.00	
VEN01609	TEREX USA, LLC	04/14/2023	Virtual Pay	0.00	1,219.79	APA002462
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
7306260	Invoice	04/04/2023	ACCT#4721500	0.00	605.04	
<u>503-000-000-54865-4802</u>		Repairs and Maintenance		ACCT#4721500	605.04	
7306261	Invoice	04/04/2023	ACCT#4721500	0.00	614.75	
<u>503-000-000-54865-4802</u>		Repairs and Maintenance		ACCT#4721500	614.75	
VEN01972	THOMAS A FURRER	04/14/2023	Virtual Pay	0.00	1,552.50	APA002463
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
APRIL/2023	Invoice	04/01/2023	APRIL 2023 SECURITY SERVICES	0.00	1,552.50	
<u>001-112-000-51251-4109</u>		Other Professional Servic		APRIL 2023 SECURITY SERV	1,552.50	
200985	THURSTON CO PUBLIC HEALTH	04/14/2023	Virtual Pay	0.00	672.00	APA002464
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
LABFEESMAR202	Invoice	04/06/2023	LABFEESMAR2023	0.00	672.00	
<u>401-000-000-53480-4100</u>		Professional Services/Adv		LABFEESMAR2023	672.00	
201148	TMG SERVICES, INC.	04/14/2023	Virtual Pay	0.00	9,088.55	APA002465
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
0049761-IN	Invoice	03/16/2023	CUST#1908050 ANNUAL INSPECTION/SER	0.00	9,088.55	
<u>402-640-000-53580-4800</u>		Repairs and Maintenance		CUST#1908050 ANNUAL I	9,088.55	
201300	TOZIER BROS INC.	04/14/2023	Virtual Pay	0.00	143.49	APA002466
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
462617	Invoice	04/04/2023	CUST#20090 PVC PIPE, ELBOWS	0.00	24.95	
<u>302-000-000-59565-6300</u>		PARKING FACILITIES-Cons	19-CITYPRKLOT	CUST#20090 PVC PIPE, ELB	24.95	
462620	Invoice	04/04/2023	CUST#20090 NIPPLE	0.00	2.75	
<u>302-000-000-59565-6300</u>		PARKING FACILITIES-Cons	19-CITYPRKLOT	CUST#20090 NIPPLE	2.75	
462630	Invoice	04/04/2023	CUST#20090 SUB SURF EMITTER TUBING	0.00	26.86	
<u>302-000-000-59565-6300</u>		PARKING FACILITIES-Cons	19-CITYPRKLOT	CUST#20090 SUB SURF EM	26.86	
462645	Invoice	04/05/2023	CUST#20090 NUTS & BOLTS	0.00	11.71	
<u>503-000-000-54865-3100</u>		Office and Operating		CUST#20090 NUTS & BOLT	11.71	
462698	Invoice	04/10/2023	CUST#20090 VELCRO	0.00	4.07	
<u>402-400-000-53580-3100</u>		Office and Operating		CUST#20090 VELCRO	4.07	
462705	Invoice	04/10/2023	CUST#20090 GRAFITTI REMOVER, SPRAYE	0.00	41.70	
<u>001-141-000-57680-3100</u>		Office and Operating		CUST#20090 GRAFITTI RE	41.70	
462711	Invoice	04/10/2023	CUST#20090 PIPE JOINT CMPND, TAPE	0.00	13.52	
<u>001-142-000-51830-3100</u>		Office and Operating		CUST#20090 PIPE JOINT C	13.52	
462722	Invoice	04/11/2023	CUST#20090 BUNGEE CORD	0.00	2.27	
<u>001-142-000-51830-3100</u>		Office and Operating		CUST#20090 BUNGEE COR	2.27	
462731	Invoice	04/11/2023	CUST#20090 PLIER SLIP JOINT	0.00	15.66	
<u>001-141-000-57680-3100</u>		Office and Operating		CUST#20090 PLIER SLIP JOI	15.66	
201875	TYLER TECHNOLOGIES	04/14/2023	Virtual Pay	0.00	2,080.00	APA002467

## Check Register

Packet: APPKT02692-APRIL 14, 2023 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	
<u>045-414545</u>	Invoice	03/29/2023	CUST#48155 ASSET MAINT IMPLEMENTAT	0.00	2,080.00	
<u>401-000-000-53480-4100</u>		Professional Services/Adv		CUST#48155 ASSET MAINT	832.00	
<u>402-300-000-53580-4100</u>		Professional Services/Adv		CUST#48155 ASSET MAINT	832.00	
<u>404-000-000-53180-4105</u>		Professional Services/Adv		CUST#48155 ASSET MAINT	208.00	
<u>503-000-000-54865-4101</u>		Professional Services/Adv		CUST#48155 ASSET MAINT	208.00	
202195	U.S. BANK N.A.-CUSTODY	04/14/2023	Virtual Pay	0.00	46.00	APA002468
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>CUSTODYCHARGE</u>	Invoice	03/31/2023	CUSTODYCHARGESMAR23	0.00	46.00	
<u>001-111-000-51423-4102</u>		Prof Services-Banking Fee		CUSTODYCHARGESMAR23	46.00	
202308	USABUEBOOK	04/14/2023	Virtual Pay	0.00	640.74	APA002469
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>316295</u>	Invoice	03/30/2023	CUST#925099 ZURN WILKINS BACKFLOW	0.00	640.74	
<u>402-400-000-53580-3100</u>		Office and Operating		CUST#925099 ZURN WILKI	640.74	
VEN02408	VEOLIA WATER TECHNOLOGIES TRE	04/14/2023	Virtual Pay	0.00	2,252.89	APA002470
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>902068870</u>	Invoice	04/06/2023	LAMPS	0.00	2,252.89	
<u>402-400-000-53580-3100</u>		Office and Operating		LAMPS	2,252.89	
VEN01983	WA LAW ENFORCEMENT INFORMA	04/14/2023	Virtual Pay	0.00	50.00	APA002471
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>2733</u>	Invoice	04/06/2023	SAM GANO 2023 DE-ESCALATION	0.00	50.00	
<u>001-118-000-52140-3100</u>		Office and Operating-Trai		SAM GANO 2023 DE-ESCA	50.00	
009580	WA ST DEPT OF HEALTH-WATER	04/14/2023	Virtual Pay	0.00	1,071.00	APA002472
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>52358</u>	Invoice	03/30/2023	OWNER # 005327 WS ID #78170	0.00	1,071.00	
<u>401-000-000-53480-4100</u>		Professional Services/Adv		OWNER # 005327 WS ID #	1,071.00	
VEN02287	WARRIOR WOMAN LAW PLLC	04/14/2023	Virtual Pay	0.00	400.00	APA002473
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>401</u>	Invoice	03/08/2023	00498-PETERSON	0.00	225.00	
<u>001-122-000-51593-4101</u>		LEGAL - OPD Grant Public		00498-PETERSON	225.00	
<u>402</u>	Invoice	03/08/2023	00512-REYES BARRIOS	0.00	175.00	
<u>001-122-000-51593-4101</u>		LEGAL - OPD Grant Public		00512-REYES BARRIOS	175.00	
203780	WATER MGMNT LABORATORIES INC	04/14/2023	Virtual Pay	0.00	324.00	APA002474
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>210671</u>	Invoice	03/29/2023	AS201R 3/13/23 TESTS	0.00	324.00	
<u>402-400-000-53580-4100</u>		Professional Services/Adv		AS201R 3/13/23 TESTS	324.00	
204125	WHITNEY EQUIPMENT CO.	04/14/2023	Virtual Pay	0.00	2,374.49	APA002475
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>PS-INV103229</u>	Invoice	10/31/2022	INSTALL REPLACEMENT PUMP ASSEMBLY	0.00	2,374.49	
<u>402-400-000-53580-4800</u>		Repairs and Maintenance		INSTALL REPLACEMENT PU	2,374.49	
155563	YOUNGLOVE & COKER-PLLC	04/14/2023	Virtual Pay	0.00	10,856.01	APA002476

Check Register

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	
20501-001MAR2	Invoice	03/25/2023	PROSECUTING ATTORNEY SERVICES	0.00	10,856.01	
001-122-000-51530-4101		Prof Serv - Prosecutor		PROSECUTING ATTORNEY	10,856.01	

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	113	63	0.00	410,460.64
	113	63	0.00	410,460.64

Virtual Payments	113	63	0.00	410,460.64
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	4/2023	410,460.64
			<u>410,460.64</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 108277 through number 108280 in the total amount of \$40,172.69 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 21st of April, 2023.

  
Finance Director

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 \_\_\_\_\_, 2023.

\_\_\_\_\_  
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: APPKT02702 - APRIL 21, 2023 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						
VEN01228	DAN PATTON	04/21/2023	Regular	0.00	750.00	108277
009595	DEPT. OF LICENSING	04/21/2023	Regular	0.00	18.00	108278
015000	EDWARD HAEFLIGER	04/21/2023	Regular	0.00	141.56	108279
151000	P. U. D. # 3	04/21/2023	Regular	0.00	39,263.13	108280

## Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	31	4	0.00	40,172.69
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
	31	4	0.00	40,172.69



Virtual Payments	0	0	0.00	0.00
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	4/2023	40,172.69
			<u>40,172.69</u>



Shelton, WA

## Check Register

Packet: APPKT02702 - APRIL 21, 2023 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						
VEN01228	DAN PATTON	04/21/2023	Regular	0.00	750.00	108277
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>NYPDCRISISMNG</u> Invoice		04/19/2023	NYPDCRISISMNGMT2023		0.00	750.00
001-118-000-52140-4302		Travel-PD Operations		NYPDCRISISMNGMT2023		750.00
009595	DEPT. OF LICENSING	04/21/2023	Regular	0.00	18.00	108278
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>SHP230015</u> Invoice		04/18/2023	SHP230015		0.00	18.00
657-000-000-58600-0007		Concealed Pistol Permits		SHP230015		18.00
015000	EDWARD HAEFLIGER	04/21/2023	Regular	0.00	141.56	108279
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>PRESCRIPTIONSA</u> Invoice		04/19/2023	PRESCRIPTIONSAPR23		0.00	141.56
611-000-000-51725-2034		Non Insured Med Csts-Rtr		PRESCRIPTIONSAPR23		141.56
151000	P. U. D. # 3	04/21/2023	Regular	0.00	39,263.13	108280
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>101001APR23</u> Invoice		04/06/2023	101001APR23		0.00	89.49
101-000-000-54264-4700		Utility Services		101001APR23		89.49
<u>18515001APR23</u> Invoice		04/06/2023	18515001APR23		0.00	78.71
402-300-000-53580-4700		Utility Services-Sewer Ma		18515001APR23		78.71
<u>250321001APR23</u> Invoice		04/06/2023	250321001APR23		0.00	67.89
101-000-000-54270-4700		Utility Services-Roadside		250321001APR23		67.89
<u>25911002APR23</u> Invoice		04/06/2023	25911002APR23		0.00	98.06
101-000-000-54264-4700		Utility Services		25911002APR23		98.06
<u>25911003APR23</u> Invoice		04/06/2023	25911003APR23		0.00	109.34
001-141-000-57680-4700		Utility Services-Park		25911003APR23		109.34
<u>25911005APR23</u> Invoice		04/11/2023	25911005APR23		0.00	69.65
402-640-000-53580-4700		Utility Services-Sewer Sat		25911005APR23		69.65
<u>259409001APR23</u> Invoice		04/06/2023	259409001APR23		0.00	15,370.77
402-400-000-53580-4700		Utility Services-Sewer Ma		259409001APR23		15,370.77
<u>26551001APR23</u> Invoice		04/06/2023	26551001APR23		0.00	1,766.16
402-400-000-53580-4700		Utility Services-Sewer Ma		26551001APR23		1,766.16
<u>26717001APR23</u> Invoice		04/06/2023	26717001APR23		0.00	146.88
401-000-000-53480-4701		Utility Services - Shop		26717001APR23		146.88
<u>26729001APR23</u> Invoice		04/06/2023	26729001APR23		0.00	533.29
401-000-000-53480-4700		Utility Services-Water		26729001APR23		533.29
<u>26857001APR23</u> Invoice		04/06/2023	26857001APR23		0.00	28.68
101-000-000-54265-4700		Utility Services		26857001APR23		28.68
<u>27639001APR23</u> Invoice		04/06/2023	27639001APR23		0.00	478.22
001-142-000-57530-4700		Utility Services-Museum		27639001APR23		478.22
<u>277201001APR23</u> Invoice		04/10/2023	277201001APR23		0.00	202.78
401-000-000-53480-4700		Utility Services-Water		277201001APR23		202.78
<u>277201002APR23</u> Invoice		04/11/2023	277201002APR23		0.00	150.77
401-000-000-53480-4700		Utility Services-Water		277201002APR23		150.77

## Check Register

Packet: APPKT02702-APRIL 21, 2023 MANUAL AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<u>27837001APR23</u>	Invoice	04/06/2023	27837001APR23	0.00	1,836.76	
<u>101-000-000-54263-4700</u>	Utility Services		27837001APR23		1,836.76	
<u>27839002APR23</u>	Invoice	04/06/2023	27839002APR23	0.00	10,052.76	
<u>101-000-000-54263-4700</u>	Utility Services		27839002APR23		10,052.76	
<u>28249001APR23</u>	Invoice	04/10/2023	28249001APR23	0.00	3,516.40	
<u>001-142-000-51890-4715</u>	Utility Services-Civic Ctr		28249001APR23		3,516.40	
<u>30003001APR23</u>	Invoice	04/06/2023	30003001APR23	0.00	243.09	
<u>001-141-000-57680-4700</u>	Utility Services-Park		30003001APR23		243.09	
<u>30003002APR23</u>	Invoice	04/06/2023	30003002APR23	0.00	1,005.49	
<u>402-400-000-53580-4700</u>	Utility Services-Sewer Ma		30003002APR23		1,005.49	
<u>32453001APR23</u>	Invoice	04/06/2023	32453001APR23	0.00	77.96	
<u>001-141-000-57680-4700</u>	Utility Services-Park		32453001APR23		77.96	
<u>35199001APR23</u>	Invoice	04/06/2023	35199001APR23	0.00	180.71	
<u>001-140-000-55430-4700</u>	Utility Services-Animal Sh		35199001APR23		180.71	
<u>35201001APR23</u>	Invoice	04/06/2023	35201001APR23	0.00	1,802.37	
<u>401-000-000-53480-4700</u>	Utility Services-Water		35201001APR23		1,802.37	
<u>35337001APR23</u>	Invoice	04/06/2023	35337001APR23	0.00	85.60	
<u>101-000-000-54264-4700</u>	Utility Services		35337001APR23		85.60	
<u>35665001APR23</u>	Invoice	04/06/2023	35665001APR23	0.00	763.74	
<u>001-142-000-57250-4700</u>	Utility Services-Library		35665001APR23		763.74	
<u>45451001APR23</u>	Invoice	04/06/2023	45451001APR23	0.00	180.75	
<u>401-000-000-53480-4700</u>	Utility Services-Water		45451001APR23		180.75	
<u>46051001APR23</u>	Invoice	04/06/2023	46051001APR23	0.00	85.89	
<u>401-000-000-53480-4700</u>	Utility Services-Water		46051001APR23		85.89	
<u>47009001APR23</u>	Invoice	04/06/2023	47009001APR23	0.00	71.60	
<u>402-300-000-53580-4700</u>	Utility Services-Sewer Ma		47009001APR23		71.60	
<u>8511001APR23</u>	Invoice	04/10/2023	8511001APR23	0.00	169.32	
<u>401-000-000-53480-4700</u>	Utility Services-Water		8511001APR23		169.32	

## Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	31	4	0.00	40,172.69
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
	<b>31</b>	<b>4</b>	<b>0.00</b>	<b>40,172.69</b>

Virtual Payments	0	0	0.00	0.00
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	4/2023	40,172.69
			<u>40,172.69</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 APA002477 through number APA002514 in the total amount of \$33,329.98 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 21st of April, 2023.

  
Finance Director

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 \_\_\_\_\_, 2023.

\_\_\_\_\_  
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: APPKT02701 - APRIL 21, 2023 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						
903627	ADMINISTRATIVE OFFICE OF THE CC	04/21/2023	Virtual Pay	0.00	280.00	APA002477
001480	ALPINE PRODUCTS INC.	04/21/2023	Virtual Pay	0.00	2,055.50	APA002478
002982	APP	04/21/2023	Virtual Pay	0.00	2,464.75	APA002479
002520	ARAMARK	04/21/2023	Virtual Pay	0.00	136.65	APA002480
004914	BRADY TRUCKING	04/21/2023	Virtual Pay	0.00	240.00	APA002481
098000	BUILDERS FIRSTSOURCE	04/21/2023	Virtual Pay	0.00	50.78	APA002482
006950	CERTIFIED LABORATORIES	04/21/2023	Virtual Pay	0.00	171.92	APA002483
007570	CIT	04/21/2023	Virtual Pay	0.00	1,194.64	APA002484
009587	DEPT OF LABOR & INDUST	04/21/2023	Virtual Pay	0.00	228.70	APA002485
020010	EVERGREEN RURAL WATER	04/21/2023	Virtual Pay	0.00	1,300.00	APA002486
023078	FASTENAL COMPANY	04/21/2023	Virtual Pay	0.00	1,932.10	APA002487
040960	GRAINGER	04/21/2023	Virtual Pay	0.00	297.81	APA002488
070000	JIM'S AUTO REPAIR & TOWING	04/21/2023	Virtual Pay	0.00	907.09	APA002489
079581	KCDA PURCHASING COOPERATIVE	04/21/2023	Virtual Pay	0.00	191.36	APA002490
VEN02421	LINDY BELCHER	04/21/2023	Virtual Pay	0.00	75.00	APA002491
VEN01408	LUND CUSTOM MACHINING, INC.	04/21/2023	Virtual Pay	0.00	287.53	APA002492
113004	MASON COUNTY - UTILITIES/WASTE	04/21/2023	Virtual Pay	0.00	170.60	APA002493
VEN02330	MILES RESOURCES LLC	04/21/2023	Virtual Pay	0.00	2,275.00	APA002494
132235	MOUNTAIN MIST WATER	04/21/2023	Virtual Pay	0.00	137.50	APA002495
142952	NORTH CENTRAL LABORATORIES	04/21/2023	Virtual Pay	0.00	288.04	APA002496
VEN02141	NORTHWEST CASCADE, INC.	04/21/2023	Virtual Pay	0.00	131.00	APA002497
144504	NSI LAB SOLUTIONS, INC	04/21/2023	Virtual Pay	0.00	1,337.50	APA002498
VEN02094	OLYMPIC ELEVATOR COMPANY	04/21/2023	Virtual Pay	0.00	804.04	APA002499
VEN02420	PAUL RIORDAN	04/21/2023	Virtual Pay	0.00	750.00	APA002500
200897	PETEK & ASSOCIATES	04/21/2023	Virtual Pay	0.00	770.00	APA002501
114040	PETTYJOHN ENTERPRISES, LLC	04/21/2023	Virtual Pay	0.00	212.30	APA002502
VEN01513	PHILLIPS BURGESS GOVERNMENT R	04/21/2023	Virtual Pay	0.00	3,000.00	APA002503
VEN02198	RAM ELECTRIC	04/21/2023	Virtual Pay	0.00	783.36	APA002504
183400	SCJ ALLIANCE- SHEA, CARR & JEWEL	04/21/2023	Virtual Pay	0.00	1,738.00	APA002505
VEN02204	SPECIALTY CONTROLS INC.	04/21/2023	Virtual Pay	0.00	1,852.32	APA002506
196300	STERICYCLE, INC.	04/21/2023	Virtual Pay	0.00	10.36	APA002507
VEN01315	SYN-TECH SYSTEMS, INC.	04/21/2023	Virtual Pay	0.00	2,174.23	APA002508
189670	THE SHOPPER	04/21/2023	Virtual Pay	0.00	13.26	APA002509
201300	TOZIER BROS INC.	04/21/2023	Virtual Pay	0.00	54.23	APA002510
201875	TYLER TECHNOLOGIES	04/21/2023	Virtual Pay	0.00	1,400.00	APA002511
203780	WATER MGMNT LABORATORIES INC	04/21/2023	Virtual Pay	0.00	98.00	APA002512
203900	WESMAR COMPANY, INC	04/21/2023	Virtual Pay	0.00	1,018.37	APA002513
VEN02321	WOODS ACQUISTION LLC	04/21/2023	Virtual Pay	0.00	2,498.04	APA002514

## 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	59	38	0.00	33,329.98
	<b>59</b>	<b>38</b>	<b>0.00</b>	<b>33,329.98</b>

Virtual Payments	59	38	0.00	33,329.98
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	4/2023	33,329.98
			<u>33,329.98</u>



Shelton, WA

## Check Register

Packet: APPKT02701 - APRIL 21, 2023 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						
903627	ADMINISTRATIVE OFFICE OF THE CC	04/21/2023	Virtual Pay	0.00	280.00	APA002477
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<u>INCIDENTALFEE2</u>	Invoice	04/20/2023	DYAN SMOLINSKY INCIDENTAL FEE	0.00	280.00	
<u>001-112-000-51251-4307</u>	Travel-Training		DYAN SMOLINSKY INCIDEN		280.00	
001480	ALPINE PRODUCTS INC.	04/21/2023	Virtual Pay	0.00	2,055.50	APA002478
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<u>TM-215598</u>	Invoice	04/13/2023	GLASS BEADS, SOLVENT/THINNER	0.00	2,055.50	
<u>101-000-000-54264-3100</u>	Office and Operating		GLASS BEADS, SOLVENT/T		2,055.50	
002982	APP	04/21/2023	Virtual Pay	0.00	2,464.75	APA002479
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<u>23-795322</u>	Invoice	04/05/2023	ACCT#AP7500158 FUEL	0.00	2,464.75	
<u>503-250-000-58900-0001</u>	Inventory-Gas		ACCT#AP7500158 FUEL		2,464.75	
002520	ARAMARK	04/21/2023	Virtual Pay	0.00	136.65	APA002480
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<u>5120217746</u>	Invoice	04/05/2023	ACCT#792105973 COVERALLS,MATS,TOW	0.00	65.71	
<u>402-400-000-53580-4900</u>	Miscellaneous		ACCT#792105973 COVERA		65.71	
<u>5120222134</u>	Invoice	04/12/2023	ACCT#792105972 COVERALLS,MATS,TOW	0.00	70.94	
<u>401-000-000-53480-4901</u>	Miscellaneous - Shop		ACCT#792105972 COVERA		70.94	
004914	BRADY TRUCKING	04/21/2023	Virtual Pay	0.00	240.00	APA002481
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<u>19507</u>	Invoice	04/06/2023	WOOD DEBRIS STREET DEPT	0.00	60.00	
<u>101-000-000-54230-3100</u>	Office and Operating		WOOD DEBRIS STREET DE		60.00	
<u>19508</u>	Invoice	04/06/2023	WOOD DEBRIS STREET DEPT	0.00	60.00	
<u>101-000-000-54230-3100</u>	Office and Operating		WOOD DEBRIS STREET DE		60.00	
<u>19510</u>	Invoice	04/06/2023	WOOD DEBRIS PARKS DEPT	0.00	60.00	
<u>001-141-000-57680-3100</u>	Office and Operating		WOOD DEBRIS PARKS DEP		60.00	
<u>19511</u>	Invoice	04/06/2023	WOOD DEBRIS PARKS DEPT	0.00	60.00	
<u>001-141-000-57680-3100</u>	Office and Operating		WOOD DEBRIS PARKS DEP		60.00	
098000	BUILDERS FIRSTSOURCE	04/21/2023	Virtual Pay	0.00	50.78	APA002482
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<u>87106354</u>	Invoice	04/12/2023	ACCT#671668 SCREWS	0.00	32.29	
<u>101-000-000-54230-3100</u>	Office and Operating		ACCT#671668 SCREWS		32.29	
<u>87106604</u>	Invoice	04/12/2023	ACCT#671668 FLEX SEAL	0.00	18.49	
<u>001-142-000-51890-3115</u>	Office and Operating-Civi		ACCT#671668 FLEX SEAL		18.49	
006950	CERTIFIED LABORATORIES	04/21/2023	Virtual Pay	0.00	171.92	APA002483
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<u>8177068</u>	Invoice	03/31/2023	CUST#364565 RUSTORE AEROSOL	0.00	171.92	
<u>503-000-000-54865-3100</u>	Office and Operating		CUST#364565 RUSTORE A		171.92	



## Check Register

Packet: APPKT02701-APRIL 21, 2023 AP AUTOMATION PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
007570	CIT	04/21/2023	Virtual Pay	0.00	1,194.64	APA002484
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>41937958</u>	Invoice	03/12/2023	CUST#2000176406	CONTRACT#90003444	0.00	678.93
<u>001-112-000-51251-4500</u>		Operating Rentals		CUST#2000176406 CONTR		678.93
<u>42144822</u>	Invoice	04/11/2023	CUST#2000176406	CONTRACT#90003444	0.00	515.71
<u>001-112-000-51251-4500</u>		Operating Rentals		CUST#2000176406 CONTR		515.71
009587	DEPT OF LABOR & INDUST	04/21/2023	Virtual Pay	0.00	228.70	APA002485
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>318964</u>	Invoice	04/18/2023	ANNUAL OPERATING CERT 2023-2024		0.00	228.70
<u>001-119-000-52250-3100</u>		Office and Operating		ANNUAL OPERATING CERT		79.70
<u>001-142-000-51890-3115</u>		Office and Operating-Civi		ANNUAL OPERATING CERT		149.00
020010	EVERGREEN RURAL WATER	04/21/2023	Virtual Pay	0.00	1,300.00	APA002486
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>47227</u>	Invoice	01/01/2023	ANNUAL SYSTEM MEMBERSHIP DUES		0.00	700.00
<u>402-400-000-53580-4900</u>		Miscellaneous		ANNUAL SYSTEM MEMBER		700.00
<u>47655</u>	Invoice	04/18/2023	CLASS REGISTRATIONS WALKER, AUSETH		0.00	600.00
<u>402-400-000-53580-4907</u>		Miscellaneous-Training		CLASS REGISTRATIONS WA		600.00
023078	FASTENAL COMPANY	04/21/2023	Virtual Pay	0.00	1,932.10	APA002487
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>WATUM212448</u>	Invoice	04/11/2023	CUST#WATUM1039	COUGH/COLD MED	0.00	36.79
<u>402-400-000-53580-3100</u>		Office and Operating		CUST#WATUM1039 COUG		36.79
<u>WATUM212854</u>	Invoice	04/11/2023	CUST#WATUM1147	WELDING RODS	0.00	166.19
<u>401-000-000-53480-3100</u>		Office and Operating		CUST#WATUM1147 WELDI		166.19
<u>WATUM212855</u>	Invoice	04/11/2023	CUST#WATUM1961	HAND SANITIZER	0.00	29.26
<u>401-000-000-53480-3100</u>		Office and Operating		CUST#WATUM1961 HAND		29.26
<u>WATUM212856</u>	Invoice	04/11/2023	CUST#WATUM1962	WIPES, PINE SOL	0.00	82.91
<u>402-400-000-53580-3100</u>		Office and Operating		CUST#WATUM1962 WIPES		82.91
<u>WATUM212914</u>	Invoice	04/12/2023	CUST#WATUM1961	GLOVES, CLEANING	0.00	105.14
<u>401-000-000-53480-3100</u>		Office and Operating		CUST#WATUM1961 GLOVE		105.14
<u>WATUM212915</u>	Invoice	04/12/2023	CUST#WATUM1962	MISC SUPPLIES	0.00	581.04
<u>402-400-000-53580-3100</u>		Office and Operating		CUST#WATUM1962 MISC		581.04
<u>WATUM212916</u>	Invoice	04/12/2023	CUST#WATUM1991	SUPPLIES	0.00	499.14
<u>001-118-000-52122-3100</u>		Office and Operating		CUST#WATUM1991 SUPPL		499.14
<u>WATUM212937</u>	Invoice	04/13/2023	CONTRACT#WATUM1039	SUPPLIES	0.00	431.63
<u>402-400-000-53580-3100</u>		Office and Operating		CONTRACT#WATUM1039		431.63
040960	GRAINGER	04/21/2023	Virtual Pay	0.00	297.81	APA002488
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>9658625117</u>	Invoice	03/30/2023	ACCT#839177342	BATTERY DISCONNECT	0.00	297.81
<u>503-000-000-54865-3104</u>		Oper Supp-Parts-EM&R V		ACCT#839177342 BATTERY		297.81
070000	JIM'S AUTO REPAIR & TOWING	04/21/2023	Virtual Pay	0.00	907.09	APA002489
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>37714</u>	Invoice	04/09/2023	CONTRACT TOW OLYMPIC HWY N		0.00	686.53
<u>001-118-000-52122-4100</u>		Patrol-Professional Servic		CONTRACT TOW OLYMPIC		686.53
<u>37740</u>	Invoice	04/15/2023	CONTRACT TOW		0.00	107.14
<u>001-118-000-52122-4100</u>		Patrol-Professional Servic		CONTRACT TOW		107.14
<u>37766</u>	Invoice	04/16/2023	CONTRACT TOW		0.00	113.42

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-118-000-52122-4100	Patrol-Professional Servic		CONTRACT TOW		113.42	
079581	KCDA PURCHASING COOPERATIVE	04/21/2023	Virtual Pay	0.00	191.36	APA002490
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
300708220	Invoice	04/10/2023	CUST#101367 SUPPLIES		191.36	
001-115-000-51895-3100		Office and Operating		CUST#101367 SUPPLIES	42.10	
001-115-000-51896-3100		Office and Operating		CUST#101367 SUPPLIES	40.19	
001-140-000-55860-3100		Office and Operating		CUST#101367 SUPPLIES	65.06	
001-141-000-57120-3100		Office and Operating		CUST#101367 SUPPLIES	7.65	
001-142-000-51830-3100		Office and Operating		CUST#101367 SUPPLIES	28.70	
001-143-000-57550-3100		Office and Operating		CUST#101367 SUPPLIES	7.66	
VEN02421	LINDY BELCHER	04/21/2023	Virtual Pay	0.00	75.00	APA002491
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
YOGAREGISTRATI	Invoice	04/20/2023	YOGAREGISTRATIONREFUND		75.00	
001-000-000-347600003		Rec Fees-Fitness, Adult S		YOGAREGISTRATIONREFU	75.00	
VEN01408	LUND CUSTOM MACHINING, INC.	04/21/2023	Virtual Pay	0.00	287.53	APA002492
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
20125	Invoice	04/17/2023	COLLAR REPLACEMENT SS SHAFT		287.53	
402-400-000-53580-4800		Repairs and Maintenance		COLLAR REPLACEMENT SS	287.53	
113004	MASON COUNTY - UTILITIES/WASTE	04/21/2023	Virtual Pay	0.00	170.60	APA002493
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
006241	Invoice	03/31/2023	CUST#SW-C030 LANDFILL CHARGE		62.26	
402-400-000-53580-3100		Office and Operating		CUST#SW-C030 LANDFILL	62.26	
006242	Invoice	03/31/2023	CUST#SW-C035 LANDFILL CHARGES		108.34	
101-000-000-54230-3100		Office and Operating		CUST#SW-C035 LANDFILL	108.34	
VEN02330	MILES RESOURCES LLC	04/21/2023	Virtual Pay	0.00	2,275.00	APA002494
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
PAYESTIMATE04	Invoice	04/18/2023	CIVIC CENTER PARKING LOT		2,275.00	
302-000-000-59565-6300		PARKING FACILITIES-Cons	19-CITYPRKLOT	CIVIC CENTER PARKING LO	2,275.00	
132235	MOUNTAIN MIST WATER	04/21/2023	Virtual Pay	0.00	137.50	APA002495
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
005333251	Invoice	04/12/2023	ACCT#088436 MUNI COURT		16.56	
001-112-000-51251-3100		Office and Operating		ACCT#088436 MUNI COUR	12.21	
001-112-000-51251-4500		Operating Rentals		ACCT#088436 MUNI COUR	4.35	
005333252	Invoice	04/12/2023	ACCT#088436 ADMIN		64.70	
001-130-000-51810-3100		Office and Operating		ACCT#088436 ADMIN	56.00	
001-130-000-51810-4500		Operating Rentals		ACCT#088436 ADMIN	8.70	
005333253	Invoice	04/12/2023	ACCT#088436 POLICE		29.07	
001-118-000-52122-3100		Office and Operating		ACCT#088436 POLICE	29.07	
005333260	Invoice	04/12/2023	ACCT#088436 PUBLIC WORKS/SHOP		27.17	
401-000-000-53480-3100		Office and Operating		ACCT#088436 PUBLIC WO	18.47	
401-000-000-53480-4500		Operating Rentals		ACCT#088436 PUBLIC WO	8.70	
142952	NORTH CENTRAL LABORATORIES	04/21/2023	Virtual Pay	0.00	288.04	APA002496



## Check Register

Packet: APPKT02701-APRIL 21, 2023 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	
485576	Invoice	04/06/2023	ACCT#42215 SUPPLIES	0.00	288.04	
402-400-000-53580-3100		Office and Operating		ACCT#42215 SUPPLIES	288.04	
VEN02141	NORTHWEST CASCADE, INC.	04/21/2023	Virtual Pay	0.00	131.00	APA002497
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
0553406782	Invoice	04/05/2023	CUST#228916 799 W HARVARD AVE	0.00	131.00	
001-141-000-57680-4500		Operating Rentals		CUST#228916 799 W HAR	131.00	
144504	NSI LAB SOLUTIONS, INC	04/21/2023	Virtual Pay	0.00	1,337.50	APA002498
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
417854	Invoice	04/05/2023	CUST#21545 TESTS	0.00	1,337.50	
402-400-000-53580-4100		Professional Services/Adv		CUST#21545 TESTS	1,337.50	
VEN02094	OLYMPIC ELEVATOR COMPANY	04/21/2023	Virtual Pay	0.00	804.04	APA002499
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
14284	Invoice	04/08/2023	STAIR LIFT MAINTENANCE FIRE STATION	0.00	804.04	
001-119-000-52250-4100		Professional Services/Adv		STAIR LIFT MAINTENANCE	804.04	
VEN02420	PAUL RIORDAN	04/21/2023	Virtual Pay	0.00	750.00	APA002500
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
DEPOSITREFUND	Invoice	04/17/2023	WATER METER DEPOSIT REFUND	0.00	750.00	
401-000-000-362100000		Equipment Rentals		WATER METER DEPOSIT RE	750.00	
200897	PETEK & ASSOCIATES	04/21/2023	Virtual Pay	0.00	770.00	APA002501
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
1772	Invoice	04/16/2023	PSYCH EVALUATION MARCH2023	0.00	770.00	
001-118-000-52122-4100		Patrol-Professional Servic		PSYCH EVALUATION MARC	770.00	
114040	PETTYJOHN ENTERPRISES, LLC	04/21/2023	Virtual Pay	0.00	212.30	APA002502
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
3177	Invoice	04/01/2023	TREATMENT PLANT-LEAVES, ROCK, PALLET	0.00	212.30	
402-400-000-53580-3100		Office and Operating		TREATMENT PLANT-LEAVE	212.30	
VEN01513	PHILLIPS BURGESS GOVERNMENT R	04/21/2023	Virtual Pay	0.00	3,000.00	APA002503
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
1991	Invoice	04/10/2023	GOVERNMENTAL AFFAIR CONSULTING AP	0.00	3,000.00	
001-120-000-51310-4100		Professional Services/Adv		GOVERNMENTAL AFFAIR C	3,000.00	
VEN02198	RAM ELECTRIC	04/21/2023	Virtual Pay	0.00	783.36	APA002504
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
5492	Invoice	04/10/2023	WWTP-NEW PUMP	0.00	783.36	
402-400-000-53580-4800		Repairs and Maintenance		WWTP-NEW PUMP	783.36	
183400	SCJ ALLIANCE- SHEA, CARR & JEWEL	04/21/2023	Virtual Pay	0.00	1,738.00	APA002505
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
71625	Invoice	04/06/2023	N 13TH & ALPINE WAY ANALYSIS	0.00	1,738.00	
001-115-000-51896-4100		Professional Services/Adv		N 13TH & ALPINE WAY AN	1,738.00	
VEN02204	SPECIALTY CONTROLS INC.	04/21/2023	Virtual Pay	0.00	1,852.32	APA002506

## Check Register

Packet: APPKT02701-APRIL 21, 2023 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	
<u>6532</u>	Invoice	04/14/2023	REPAIR GATE VALVE ACTUATOR	0.00	1,852.32	
<u>402-400-000-53580-4800</u>		Repairs and Maintenance		REPAIR GATE VALVE ACTUA	1,852.32	
196300	STERICYCLE, INC.	04/21/2023	Virtual Pay	0.00	10.36	APA002507
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>3006421067</u>	Invoice	03/31/2023	CUST#6060343 MONTHLY SERVICES	0.00	10.36	
<u>001-118-000-52122-4100</u>		Patrol-Professional Servic		CUST#6060343 MONTHLY	10.36	
VEN01315	SYN-TECH SYSTEMS, INC.	04/21/2023	Virtual Pay	0.00	2,174.23	APA002508
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>265241</u>	Invoice	04/06/2023	ACCT#SHELWA 19987D	0.00	2,174.23	
<u>503-000-000-54865-3104</u>		Oper Supp-Parts-EM&R V		ACCT#SHELWA 19987D	2,174.23	
189670	THE SHOPPER	04/21/2023	Virtual Pay	0.00	13.26	APA002509
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>56595</u>	Invoice	04/17/2023	QUADRILLE PADS	0.00	13.26	
<u>401-000-000-53480-3100</u>		Office and Operating		QUADRILLE PADS	13.26	
201300	TOZIER BROS INC.	04/21/2023	Virtual Pay	0.00	54.23	APA002510
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>462736</u>	Invoice	04/12/2023	CUST#20090 X HOSE PRO, U BOLT	0.00	48.62	
<u>001-141-000-57680-3100</u>		Office and Operating		CUST#20090 X HOSE PRO,	48.62	
<u>462762</u>	Invoice	04/13/2023	CUST#20090 NUTS & BOLTS	0.00	5.61	
<u>001-142-000-51890-3115</u>		Office and Operating-Civi		CUST#20090 NUTS & BOLT	5.61	
201875	TYLER TECHNOLOGIES	04/21/2023	Virtual Pay	0.00	1,400.00	APA002511
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>045-415377</u>	Invoice	04/05/2023	CUST#48155 ASSET MAINTENANCE	0.00	1,400.00	
<u>401-000-000-53480-4100</u>		Professional Services/Adv		CUST#48155 ASSET MAINT	560.00	
<u>402-300-000-53580-4100</u>		Professional Services/Adv		CUST#48155 ASSET MAINT	560.00	
<u>404-000-000-53180-4105</u>		Professional Services/Adv		CUST#48155 ASSET MAINT	140.00	
<u>503-000-000-54865-4101</u>		Professional Services/Adv		CUST#48155 ASSET MAINT	140.00	
203780	WATER MGMNT LABORATORIES INC	04/21/2023	Virtual Pay	0.00	98.00	APA002512
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>210949</u>	Invoice	04/13/2023	ACCT#AS201R TESTS	0.00	98.00	
<u>402-400-000-53580-4100</u>		Professional Services/Adv		ACCT#AS201R TESTS	98.00	
203900	WESMAR COMPANY, INC	04/21/2023	Virtual Pay	0.00	1,018.37	APA002513
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>309367</u>	Invoice	04/12/2023	CUST#31175 SODIUM HYPOCHLORITE	0.00	1,018.37	
<u>401-000-000-53480-3104</u>		Office and Operating-Chl		CUST#31175 SODIUM HYP	1,018.37	
VEN02321	WOODS ACQUISTION LLC	04/21/2023	Virtual Pay	0.00	2,498.04	APA002514

Check Register

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	
LNV PSI14010	Invoice	04/14/2023	CUST#WLS36792 73795D		0.00	2,498.04
401-000-000-53480-3500		Small Tools/Equipment		CUST#WLS36792 73795D		2,498.04

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	59	38	0.00	33,329.98
	59	38	0.00	33,329.98



Virtual Payments	59	38	0.00	33,329.98
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Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	4/2023	33,329.98
			<u>33,329.98</u>



## **CITY OF SHELTON, WASHINGTON - CITY COUNCIL**

City Council Meeting Minutes  
March 21, 2023 – 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  
Finance Director Mike Githens  
City Engineer Ken Gill  
Senior Planner Jason Dose  
Public Works Director Jay Harris  
Public Works Superintendent Brent Armstrong

### **CALL TO ORDER**

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

### **LATE CHANGES TO THE AGENDA**

None

### **CITY COUNCIL REPORTS**

None

### **CONSENT AGENDA**

1. Vouchers numbered 108132 through 108133 in the total amount of \$3,851.00
2. Vouchers numbered 108140 through 108150 in the total amount of \$140,323.40
3. Vouchers numbered APA002158 through APA002188 in the total amount of \$70,507.40
4. Vouchers numbered 108175 through 108180 in the total amount of \$7,032.25
5. Vouchers numbered APA002189 through APA002252 in the total amount of \$511,684.23

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to approve the Consent Agenda as published. Passed.

### **PRESENTATION**

1. January Financial Status Report – Presented by Finance Director Mike Githens

Finance Director Githens provided an overview of the General Fund and a financial analysis through the month of January. Discussion followed.

Mayor Onisko recessed from the regular meeting and opened a Public Hearing.

### **BUSINESS AGENDA**

1. Public Hearing Resolution No. 1264-0223 6-Year TIP – Presented by City Engineer Ken Gill

City Engineer Gill provided information on the city's 6-Year Transportation Improvement Program. Discussion followed. No public testimony.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to place Resolution No. 1264-0223 and the 6-Year TIP attachment on the April 4, 2023 Action Agenda. Passed.

Mayor Onisko closed the public hearing and resumed the regular meeting.

2. Resolution No. 1268-0323 Meadows Edge Notice of Intent to Annex – Presented by Senior Planner Jason Dose

Senior Planner Dose discussed the city's receipt of an intent to petition for annexation of a 40-acre piece of property located in the Shelton Urban Growth Area. No discussion. No public comment.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Gutierrez to place Resolution No. 1268-0323 on the City Council Action Agenda for April 4, 2023. Passed.

### **ACTION AGENDA**

1. Resolution No. 1265-0223 Water Reservoir Storage Options Study Work Order – Presented by Public Works Director Jay Harris

Public Works Director Harris discussed the city's water storage reservoirs and a water reservoir storage study by BHC Consultants, LLC. Discussion followed. No public comment. City Clerk Nault provided the reading of Resolution No. 1265-0223.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Peterson to adopt Resolution No. 1265-0223 as presented. Passed.

2. Resolution No. 1267-0323 Department of Ecology Nutrient Reduction Grant Acceptance – Presented by Public Works Superintendent Brent Armstrong

Public Works Superintendent Armstrong discussed a grant award from the Department of Ecology. Discussion followed. Public comment: Dean Jewett. City Clerk Nault provided the reading of Resolution No. 1267-0323.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to waive the three-touch rule and adopt Resolution No. 1267-0323 as presented. Passed.

3. City Manager Transition – Presented by City Manager Jeff Niten

City Manager Niten opened discussion with City Council on their transition plans after his departure on March 31, 2023.

A motion was made by Councilmember Peterson to appoint Parks and Facilities Director Mark Zeigler to serve as Interim City Manager while a search is performed to find a permanent replacement and seconded by Councilmember McDowell. Discussion followed. No public comment. Passed.

### **ADMINISTRATION REPORT:**

- Women's Leadership Academy - LeAndra Sharp
- City Manager Niten's final meeting
- Looking Ahead

### **GENERAL PUBLIC COMMENT**

#### In-Person:

George Blush  
Athena Ayers

Dean Jewett  
Jackie Jewett

#### Zoom:

Colleen Carmichael

**NEW ITEMS FOR DISCUSSION**

Pilot Program – Port-A-Potty  
Sidewalks

**ANNOUNCEMENT OF NEXT MEETING**

Study Session – March 28, 2023 at 6:00 p.m.  
City Council Meeting – April 4, 2023 at 6:00 p.m.

**MEETING ADJOURN**

Mayor Onisko adjourned the meeting at 7:04 p.m.

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Mayor Eric Onisko

---

City Clerk Donna Nault



## **CITY OF SHELTON, WASHINGTON - CITY COUNCIL**

Study Session Minutes  
March 28, 2023 – 6:00 p.m.  
Civic Center & Virtual Platform

### **COUNCILMEMBERS AND PERSONNEL**

#### **Councilmembers:**

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

#### **Personnel:**

City Manager Jeff Niten  
City Clerk Donna Nault  
Director of Finance Mike Githens

### **CALL TO ORDER**

Call to Order: 6:00 p.m.

Roll Call: City Clerk Nault – Absent: Councilmember James Boad

### **STUDY AGENDA**

1. Business Licenses and B&O Taxes – Presented by Finance Director Mike Githens

Finance Director Githens reviewed Shelton Municipal Code (SMC) 5.04 and SMC 3.52. Discussion followed.

### **NEW ITEMS FOR DISCUSSION**

- Status of arborist's findings for tree replacement on Railroad Avenue
- Celebrating City Manager Jeff Niten

### **ADJOURN**

Mayor Onisko adjourned the meeting at 6:40 p.m.

---

Mayor Eric Onisko

---

City Clerk Donna Nault





## **CITY OF SHELTON, WASHINGTON - CITY COUNCIL**

City Council Meeting Minutes  
April 4, 2023 – 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:**

Interim City Manager Mark Ziegler  
City Clerk Donna Nault  
Public Works Director Jay Harris  
Senior Planner Jason Dose

### **CALL TO ORDER**

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

### **LATE CHANGES TO THE AGENDA**

None

### **CITY COUNCIL REPORTS**

None

### **CONSENT AGENDA**

1. Vouchers numbered 108195 through 108201 in the total amount of \$76,268.86
2. Vouchers numbered APA002253 through APA002287 in the total amount of \$44,287.56
3. Vouchers numbered 108204 through 108211 in the total amount of \$36,613.21
4. Vouchers numbered APA002288 through APA002325 in the total amount of \$108,684.62
5. Payroll warrants numbered 3928 through 3931 and 10187 through 10226 and 10227 through 10333. Warrants 108077 through 108095 in the amount of \$956,890.18
6. Payroll warrants numbered 3932 through 3933 and 10335 through 10374 and 10375 through 10482. Warrants 108151 through 10868 in the amount of \$914,545.52
7. Minutes:
  - Business Meeting of February 21, 2023
  - Study Session of February 28, 2023

A motion was made by Councilmember McDowell and seconded by Councilmember Schirman to approve the Consent Agenda as published. Passed.

### **PRESENTATION**

1. Proclamation – Child Abuse Prevention Month – Presented by Mayor Onisko
2. Proclamation – Telecommunicators Week – Presented by Deputy Mayor Schmit

## **BUSINESS AGENDA**

1. Resolution No. 1269-0323 Andritz Sole Source for Biosolids Dewatering & Drying Equipment – Presented by Public Works Director Jay Harris

Public Works Director Harris discussed a sole source agreement and the purchase of equipment for the waste water treatment plant. Discussion followed. No public comment.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to forward Resolution No. 1269-0323 to the April 18, 2023 City Council Action Agenda for further consideration. Passed.

2. Resolution No. 1270-0323 Purchase & Sales Agreement – 13<sup>th</sup> Street – Presented by Interim City Manager Mark Ziegler

Interim City Manager Ziegler discussed a purchase and sale agreement with Mason County Hospital District No. 1 for city surplus parcels. Discussion followed. No public comment.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Gutierrez to forward Resolution No. 1270-0323 to the April 18, 2023 City Council Action Agenda for further consideration. Passed.

## **ACTION AGENDA**

1. Resolution No. 1264-0223 6-Year Tip – Presented by Public Works Director Jay Harris

Public Works Director Harris provided information on the city's 6-Year Transportation Improvement Program. Discussion followed. No public comment. City Clerk Nault provided the reading of Resolution No. 1264-0223.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to adopt Resolution 1264-0223 and the 6-Year TIP attachment as presented. Passed.

2. Resolution No. 1268-0323 Meadows Edge Notice of Intent to Annex – Presented by Senior Planner Jason Dose

Senior Planner Dose discussed a petition for annexation of a 40-acre piece of property located in the Shelton Urban Growth Area. Discussion followed. No public comment. City Clerk Nault provided the reading of Resolution No. 1268-0323.

A motion was made by Councilmember Gutierrez and seconded by Deputy Mayor Schmit to approve Resolution 1268-0323 as presented. Passed.

## **ADMINISTRATION REPORT:**

1. City Manager Report
  - April 25 - Spotlight Shelton
  - April 12, 19 & 26 – Empty Bowls event
  - City Crews Spring maintenance projects
  - EAM Project

## **GENERAL PUBLIC COMMENT**

In-Person:

George Blush  
Dean Jewett

Zoom:

Colleen Carmichael

## **NEW ITEMS FOR DISCUSSION**

None

**ANNOUNCEMENT OF NEXT MEETING**

Study Session – April 11, 2023 at 6:00 p.m.

City Council Meeting – April 18, 2023 at 6:00 p.m.

**MEETING ADJOURN**

Mayor Onisko adjourned the meeting at 6:34 p.m.

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Mayor Eric Onisko

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City Clerk Donna Nault



## **CITY OF SHELTON, WASHINGTON - CITY COUNCIL**

Study Session Minutes  
April 11, 2023 – 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:**

Interim City Manager Mark Ziegler  
City Clerk Donna Nault  
Community & Economic Development Director Jae Hill

### **CALL TO ORDER**

Call to Order: 6:00 p.m.  
Roll Call: City Clerk Nault – All present

### **STUDY AGENDA**

1. Code Enforcement – Presented by Community & Economic Development Director Jae Hill

Community & Economic Development Director Hill reviewed applicable Shelton Municipal Codes and discussed department challenges in 2023. Discussion followed.

### **NEW ITEMS FOR DISCUSSION**

None

### **ADJOURN**

Mayor Onisko adjourned the meeting at 6:58 p.m.

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Mayor Eric Onisko

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City Clerk Donna Nault



# MASON COUNTY HISTORICAL MUSEUM

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LODGING TAX REPORT –QUARTER ONE - 2023

ELIZABETH ARBAUGH, EXECUTIVE DIRECTOR





THE MUSEUM  
CONTINUES TO  
EXPLORE  
CREATIVE WAYS  
TO FULFILL THE  
MISSION OF THE  
MASON  
COUNTY  
HISTORICAL  
SOCIETY

---

Preserve

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Publish

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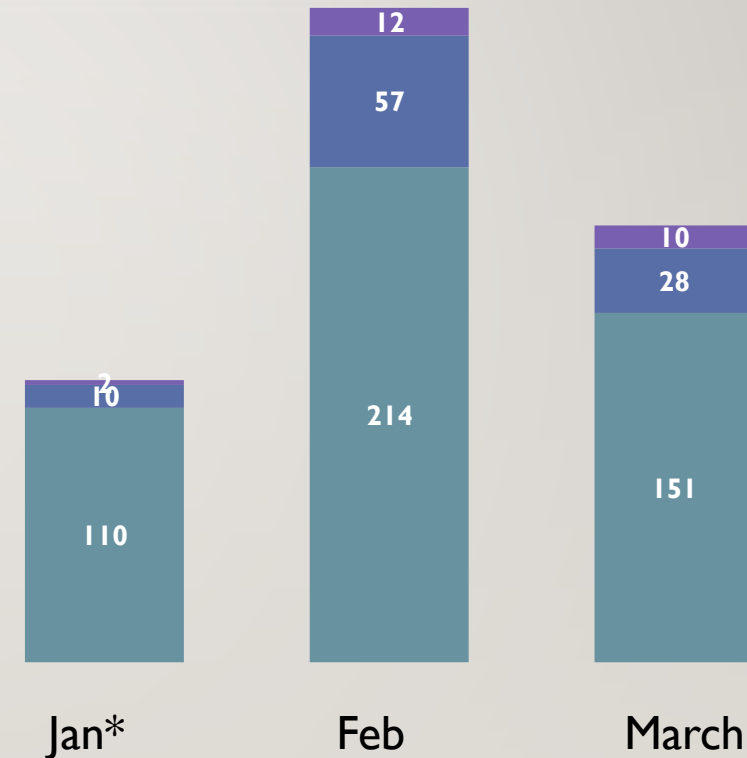
Share

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# QUARTER I - 2023

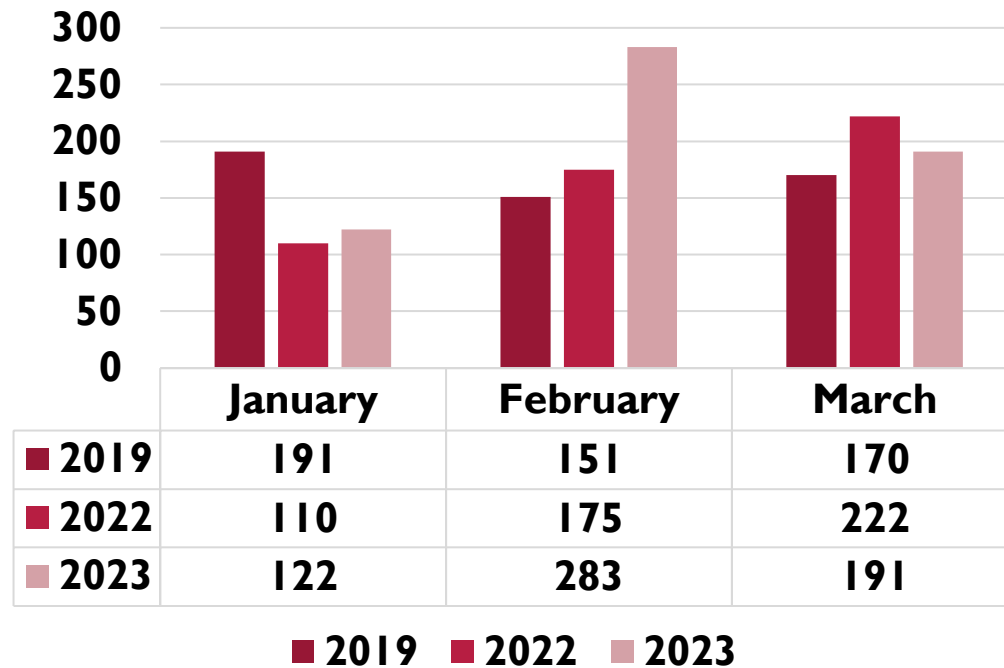
■ Out of State/International ■ > 50 Miles ■ <50 Miles

	< 50 Miles	>50 Miles	Out of State/ International	Total
January	110	10	1	121
February	214	57	12	283
March	151	28	10	<u>189</u>
			Q 1 Total	593



\*The museum was closed for 2 weeks in January.

## Museum Attendance



## QUARTER I MUSEUM ATTENDANCE

2019, 2022 AND 2023

\*THE MUSEUM WAS CLOSED  
FOR THE FIRST 2 WEEKS OF  
JANUARY 2023 FOR  
UPDATING.

# WEBSITE TRAFFIC

WWW.MASONCOUNTYHISTORICALSOCIETY.ORG

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- 1355 Unique Users for 1<sup>st</sup> quarter of 2023, a 24 percent increase over the previous quarter.
- Over \$2500 in online sales of memberships, local history books and donations, a 69% increase from Q4.
- 3053 page views, a 27% increase.



# MASON COUNTY HISTORICAL SOCIETY IS ACTIVE ON FACEBOOK!

All content

Ads, Posts and Stories

Recent content	Type		Reach	Likes and reacti...	Sticker taps	Rep
 Update! The Organ has been claim... Thu Jan 26, 1:27pm	Post	Boost post	6,649	207	--	
 Have you visited the museum lately... Wed Mar 8, 10:00am	Post	Boost post	2,090	94	--	
 Happy St. Patrick's Day! What gree... Fri Mar 17, 7:00am	Post	Boost post	1,430	78	--	
 First day of spring, and spring mea... Mon Mar 20, 12:35pm	Post	Boost post	1,322	67	--	
 Looking for a fun activity to do wit... Tue Mar 28, 6:17pm	Post	Boost post	819	114	--	

- The Historical Society Facebook page top post reached 6649 people. The museum is happy to have a marketing and communications professional donating time to increase the online presence of the museum.



# IMPRESSIONS OF HOOD CANAL – ART OF THE DALBY FAMILY AND FRIENDS CONTINUES AT THE MUSEUM.

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- This exhibit focuses on the paintings of the artist of Ethel Dalby (1893-1980) and includes the work of her son, painter Fritz Dalby, granddaughter Valerie Johnson and other artists of the period, Waldo Chase and Edgar Forkner.
- This exhibit has been extended.



# MASON COUNTY HISTORICAL MUSEUM IS A PROUD RECIPIENT OF A COMMUNITY ACCELERATOR GRANT!

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This gift from the Paul G. Allen Family Foundation will accelerate our organization's efforts to highlight the arts heritage of Mason County and further our mission of preserving, publishing and sharing the history of our region.



## MIKE FREDSON WILL LEAD A HISTORIC WALKING TOUR APRIL 22, 2023, AT 2 PM.

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- Mike has been leading these historic walking tours of downtown Shelton for over 20 years.
- Learn the about the development of Mason County by the author of several books about the history of Mason County, including “Logging in Mason County” about the Sustained Yield Agreement, “Beastman,” the story of John Tornow, and “Oakland to Shelton, The Sawdust Trail”.





# TANGIBLE THREADS-

CLOTHING FROM THE COLLECTION OF THE  
MASON COUNTY HISTORICAL SOCIETY

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The next exhibit at the museum will feature clothing from the mid-1800s to the 1960s.

The planned opening date is May 2023.





THANK YOU FOR YOUR  
CONTINUED SUPPORT OF  
THE MASON COUNTY  
HISTORICAL SOCIETY  
MUSEUM.





**BLUE ZONES™**

*live longer, better®*

# **Blue Zones Activate Mason County**

# Blue Zones® Longevity Hot Spots

---



# Blue Zones<sup>®</sup>

## Power 9<sup>®</sup>

Blue Zones residents shared nine lifestyle commonalities.

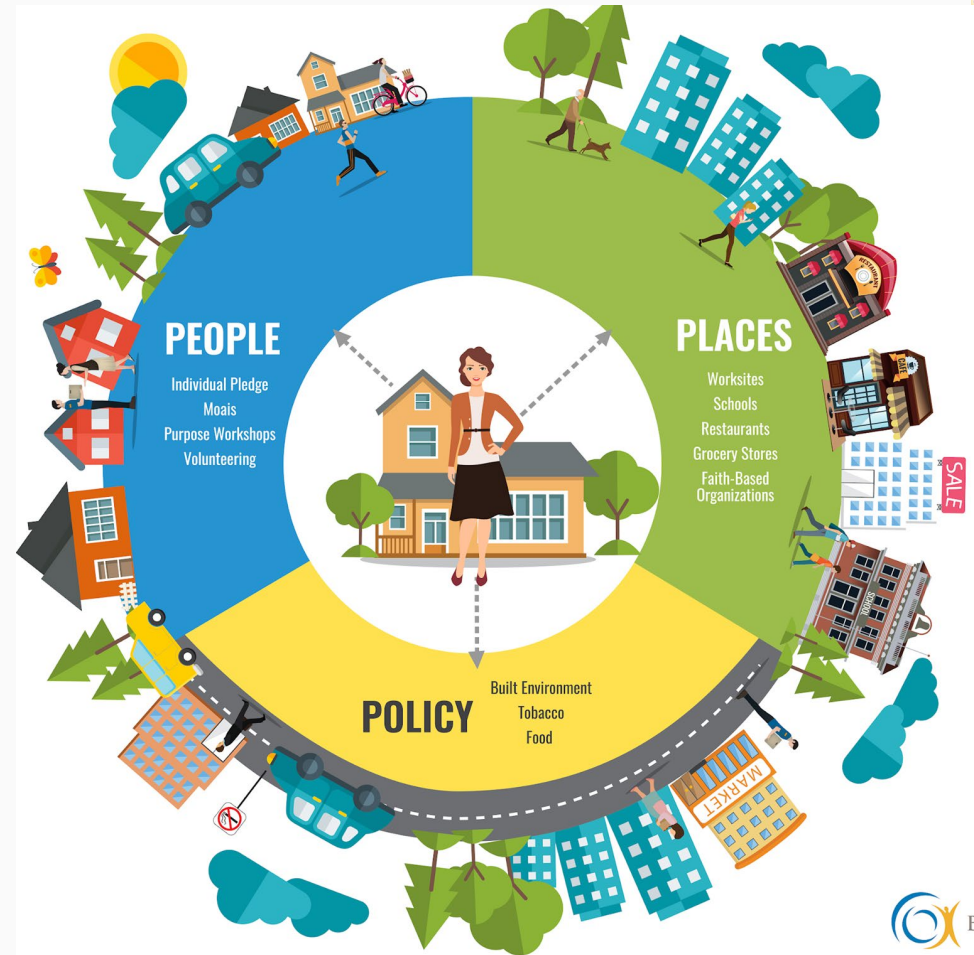


# Blue Zones – Solution Model

## LIFE RADIUS<sup>®</sup>

Focus is implementing changes where people spend 90% of their lives - within a 20 mile radius of home:

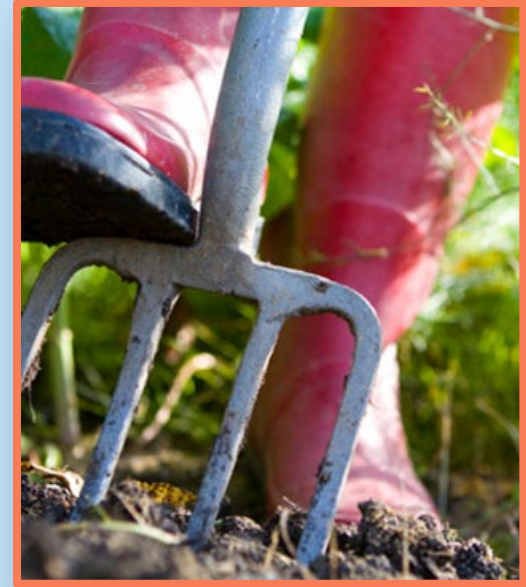
- homes
- schools
- worksites
- grocery stores
- restaurants
- faith-based organizations.



# Move Naturally

---

- Walk or bike to work or the store
- Start a regular walking group
- Park further away from the entrance
- Set an alarm to remind you to move throughout your day
- “Deconvenience” to move more
- Plant/grow a garden





# Downshift

---

- Build in breaks
- Attend a yoga class
- Meditation
- Prayer
- Happy hour
- Make time to decompress
- Take up a hobby



# Purpose

---

- Take time to see the big picture
- Have an ikigai or plan de vida – a reason to get up in the morning
- Purpose associated with being mentally sharper and a longer life
- Can be a job, hobby or raising children/grandchildren



# 80% Rule

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- Hara hachi bu
- An easy way to save calories
- Use smaller plates
- Plate food versus serving family style



# Friends at 5

---

- Taking time to connect
- Enjoy “Happy Hour” – friends, nuts, wine
- Drink high quality red wine – contains polyphenols
- More than 1 to 2 drinks – risks outweigh benefits



# Family First

---



- Spend time together – meals, vacations, activities
- Live multigenerationally
- Grandmother effect
- Put family first – spend time together, nurture relationships



# Belong

---

- Participate in a spiritual community
- Religion encourages positive expectations, which can improve health
- May have better social connections
- May be less likely to participate in risky behaviors



# Right Tribe

---



- Build an inner circle
- Make time – friendship takes effort
- Form a moai around a common interest
- Put yourself in spaces to meet new people

# Blue Zones Activate Focus

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## Built Environment Food Systems

Changes to these environments  
represent the most long-lasting impact  
that can be made in a 3-year time  
period



# Future activities

---

- Oversight
- Discovery
- Findings report
- Community input
- Priority identification
- Funding & technical assistance
- Project support





# Fun Free Tools

- True Vitality Test
- True Happiness Test
- 4 week Blue Zones Challenge
- Healthy Recipes

[www.bluezones.com/ghlm/](http://www.bluezones.com/ghlm/)







## Contact:

**Julie Knott**

Executive Director, Blue Zones Activate Mason County

[Julie@bluezones.com](mailto:Julie@bluezones.com), (360) 643-0026

<https://www.bluezones.com/activate-ghlm>





***City of Shelton***  
***National Public Works Week Proclamation***

May 21 – 27, 2023

*“Connecting the World Through Public Works”*

**WHEREAS**, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of Shelton; and,

**WHEREAS**, these infrastructures, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

**WHEREAS**, it is in the public interest for the citizens, civic leaders, and children in Shelton to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works, first responders and public works programs in their respective communities; and,

**WHEREAS**, the year 2023 marks the 63<sup>rd</sup> annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association.

**NOW THEREFORE BE IT RESOLVED**, I, Mayor Eric Onisko, do hereby designate the week May 21 – 27, 2023 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

SIGNED this 2<sup>nd</sup> day of May 2023, in Shelton, Washington.

---

Eric Onisko, Mayor



**City of Shelton  
Provider Appreciation Day  
PROCLAMATION**

**WHEREAS**, Child Care Aware® of America and other organizations nationwide are recognizing Child Care Providers on this day; and

**WHEREAS**, child care provides a safe, nurturing place for the enrichment and development of millions of children nationwide, and is a vital force in our economy; and

**WHEREAS**, the pandemic illuminated how indispensable child care providers are for the well-being and economic security of Washington's young children, families, and communities.

**WHEREAS**, child care programs, which are mostly small businesses, run and staffed predominantly by women, are still recovering from health and financial hardships stemming from the pandemic while they have continued to meet the needs of families; and

**WHEREAS**, the State of Washington recognizes that child care has been a lifeline for families, communities, and the economy and as such, has provided much-needed support to providers to help sustain the viability of child care.

**WHEREAS**, our future depends on the quality of the early childhood experiences provided to young children today; support for high-quality child care represents a worthy commitment to our children's future.

**NOW THEREFORE**, the Shelton City Council does hereby proclaim May 12, 2023, as Provider Appreciation Day in the City of Shelton, and urges all citizens to recognize Child Care Providers for their important work.

Signed this 2<sup>nd</sup> day of May 2023.

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Mayor Eric Onisko



## CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item E1)

Touch Date: 04/21/2023  
Brief Date: 05/02/2023  
Action Date: 05/16/2023

Department: Public Works  
Presented By: Jay Harris

### APPROVED FOR COUNCIL PACKET:

Action Requested:

#### ROUTE TO:

#### REVIEWED:

#### PROGRAM/PROJECT TITLE:

Aspect Consulting Contract Change  
No. 2 for the C Street Landfill  
Environmental Cleanup Construction

☐

Ordinance

☒

Resolution

#### ATTACHMENTS:

- Resolution No. 1271-0423  
- Aspect Consulting Contract Change  
No. 2  
- PowerPoint Presentation

☒

Motion

☐

Other

☒ Dept. Head

JOH

☐ Finance Director

☐ Attorney

☒ City Clerk

☐ City Manager

### DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

Under the State Model Toxics Control Act (MTCA), the Department of Ecology (ECY) mandated the closure of the City's C Street Landfill. The process initiated in 2015 when the City and ECY worked together to determine requirements and steps necessary to effectively close the landfill in accordance with the MTCA. The City then entered into a contract with Aspect Consulting (following a formal Qualification Based Selection process) to assist the City in negotiating an Agreed Order (AO) with Ecology and complete a Remedial Investigation and Feasibility Study on the landfill. Agreed Order No. DE 12929 became effective September 30, 2016 following review and approval by motion from the City Commission.

Aspect Consulting completed the work and submitted all elements required to the Department of Ecology in accordance with the Agreed Order. While the Department of Ecology completed a final review of the submitted documents, a new Agreed Order (Agreed Order No. DE 19541) was drafted to implement the Cleanup Action Plan and outline the remaining elements required for the landfill to reach closeout status. The new Agreed Order was accepted by Council on September 21, 2021 and became effective December 20, 2021 following a formal Public Participation process conducted by the Department of Ecology, which was the final element required for the City to receive a Letter of Satisfaction, closing out the initial Agreed Order No. DE 12929.

In January 2022, the Council adopted Resolution No. 1220-1121 in the amount of \$75,791 for Aspect Consulting to complete the design phase of the project, including creation of final plans and specifications for construction bidding.

In September of 2022, Council adopted Resolution No. 1242-0822, approving Contract Change No. 1 in the amount of \$238,176 for Aspect Consulting to provide construction support and oversight of the cleanup, as well as one year of post-construction monitoring and reporting, as required by the State Agreed Order.

The project was released for bidding last fall and Brumfield Construction began construction of the landfill closure last January with the excavation and relocation of landfill waste that was on the southern adjacent parcel owned by Miles Sand & Gravel. Construction was paused in early February 2023 when it became evident that the waste on the adjacent property extended further and deeper than anticipated. Aspect

Consulting facilitated drilling and test pit explorations in the newly discovered waste areas to determine the lateral and vertical extent of the additional landfill waste on the Miles property. The test pit exploration was complicated by the presence of the quarry access road constructed on a 30-foot-high berm.

Aspect Consulting prepared amended construction plans and specifications for the additional waste removal and the removal/replacement of the Miles property access road so the Contractor could continue with construction.

An amendment to the contract with Aspect Consulting is needed to compensate Aspect for the additional design efforts and the additional inspection and reporting tasks needed to monitor offsite waste removal and reconstruction of the access roadway on the Miles Sand & Gravel site.

The attached Aspect Consulting Contract Change Order Number 2 will add \$121,564 to the contract for the additional cleanup construction design and oversight.

**ANALYSIS/OPTIONS/ALTERNATIVES:**

Having a consultant complete the construction oversight and monitoring efforts is a necessary step to fulfilling the requirements of the Agreed Order and closing out the landfill.

**BUDGET/FISCAL INFORMATION:**

The contract with Aspect Consulting for the landfill cleanup final design documents and oversight of construction change orders totals \$435,531; with the final design and construction documents for \$75,791, the construction oversight Change Order Number 1 for \$238,176, and new construction oversight Change Order Number 2 for \$121,564. The additional cost is eligible for grant reimbursement.

**PUBLIC INFORMATION REQUIREMENTS:**

Additional information can be obtained from the Public Works Department.

**STAFF RECOMMENDATION/MOTION:**

Staff recommends: "I move to forward Resolution No. 1271-0423 to the May 16<sup>th</sup> Council meeting action agenda for further consideration".



**RESOLUTION NO. 1271-0423**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHELTON, WASHINGTON, AUTHORIZING THE CITY MANAGER TO APPROVE CONTRACT CHANGE ORDER NO. 2 TO THE C STREET LANDFILL ENVIRONMENTAL CLEANUP CONSTRUCTION PLANNING CONTRACT WITH ASPECT CONSULTING, LLC**

**WHEREAS**, in December of 2021, Agreed Order No. DE 19541 between the City of Shelton and the Department of Ecology went into effect to implement a Cleanup Action Plan for the C Street Landfill; and

**WHEREAS**, in January 2022, Council adopted Resolution Number 1220-1121, approving a \$75,791.00 Professional Services Contract with Aspect Consulting for completion of the construction plans and bid documents, as outlined in the Agreed Order by the State; and

**WHEREAS**, Aspect Consulting completed the construction plans and bid documents, and in September of 2022, Council adopted Resolution Number 1242-0822, approving Contract Change No. 1 in the amount of \$238,176 for Aspect Consulting to provide construction support and oversight of the cleanup, and one year of post-construction monitoring and reporting, as described in the State Agreed Order; and

**WHEREAS**, construction began in January 2023 with the excavation and relocation of landfill waste from the southerly adjacent parcel owned by Miles Sand & Gravel. Construction was paused early February 2023 when it became evident that the waste on the adjacent property extended further and deeper onto the Miles property than anticipated; and

**WHEREAS**, while construction was paused, Aspect Consulting facilitated drilling and test pit explorations to determine the lateral and vertical extent of the additional landfill waste on the Miles property; and

**WHEREAS**, Aspect Consulting prepared amended construction plans and specifications for the waste removal on the Miles property in order to allow the Contractor to continue with construction; and

**WHEREAS**, an amendment to the Contract with Aspect Consulting is needed to compensate Aspect for the additional design efforts and the additional inspection and reporting tasks needed to complete the offsite waste removal, including reconstruction of the access roadway on the Miles Resources site; and

**WHEREAS**, Contract Change Order Number 2 will add \$121,564 to the Contract for the additional cleanup construction design and oversight.

**THEREFORE, BE IT RESOLVED** by the City Council of the City of Shelton that the Interim City Manager is authorized to sign Contract Change No. 2 to the Professional Services Contract with Aspect Consulting, LLC, and authorize any additional changes up to 10 percent of the change order cost for the C Street Landfill Environmental Cleanup Construction.

Passed by the City Council at its regular meeting held on the 16th day of May 2023.

ATTEST:

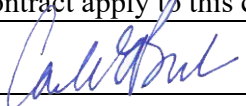
\_\_\_\_\_  
Mayor Onisko

\_\_\_\_\_  
City Clerk Nault



# Contract Change

<b>Client:</b> City of Shelton Attn: Brooke Kilts 525 West Cota Street Shelton, Washington 98584	<b>Date:</b> March 29, 2023
	<b>Change No.:</b> 2
	<b>Project No.:</b> 150074-C
<b>Project Name:</b> C Street Landfill Shelton, Washington	
<b>Subject:</b> Additional Cleanup Construction Design and Oversight for Extended Landfill Waste Areas	

Description of Change		Cost
<p>Aspect Consulting, LLC (Aspect) is submitting this Contract Change in accordance with the terms of the existing Agreement with the City of Shelton, dated January 5, 2022 for work required by the Washington State Department of Ecology under Agreed Order No. DE19541 dated December 20, 2021 (Agreed Order).</p> <p>This Contract Change #2 is to present the scope of work and cost estimate for additional environmental and geotechnical services supporting the Shelton C Street Landfill cleanup action, as described in the Agreed Order. This additional scope is described in Attachment A.</p>		<p>The time and materials cost estimate to complete the scope of work in the Proposal is:</p> <p>\$121,564</p> <p>See Table 1 in the Proposal for a cost breakdown.</p>
Summary of Contracts		Authorized Budget
Original Contract	Environmental Cleanup Construction Planning	\$75,791
Contract Change #1	Environmental Cleanup Construction Oversight	\$238,176
Contract Change #2	Additional Cleanup Construction Design and Oversight	\$121,564
Total Authorized Budget		\$435,531
This change amends the contract between Aspect Consulting, LLC and Client dated January 5, 2022. Except as amended above, all terms and conditions of contract apply to this contract change.		
ASPECT CONSULTING, LLC <i>a limited liability company</i>	By:	
	Printed Name:	Carla E. Brock, LHG Sr. Associate Geologist
CLIENT	By:	
	Printed Name/Date:	

V:\150074 Shelton C Street Landfill Remediation\Contracts\Proposal Material\150074-C\_CC02\_20230329\_CoverSheet.docx

## OFFICE LOCATIONS

WASHINGTON: [Bainbridge Island](#) | [Bellingham](#) | [Olympia](#) | [Seattle](#) | [Wenatchee](#) | [Yakima](#)

OREGON: [Bend](#) | [Portland](#)

[www.aspectconsulting.com](http://www.aspectconsulting.com)



March 29, 2023

Brooke Kilts  
City of Shelton, Public Works  
525 W. Cota Street  
Shelton, Washington 98584

**Re: Change Order for Additional Cleanup Construction Design and Oversight for Extended Landfill Waste Areas**  
**C Street Landfill, Shelton, Washington**  
Project No. 150074-C

Dear Brooke:

Aspect Consulting, LLC (Aspect) has prepared this change order to present the scope of work and cost estimate for additional environmental and geotechnical services supporting the Shelton C Street Landfill cleanup action, as described in Agreed Order No. DE 19541 (Agreed Order) between the City of Shelton (City) and the Washington State Department of Ecology (Ecology). The scope of work includes:

- Engineering design services for cleanup construction plan amendments related to the expanded landfill waste excavation, including exploration investigations to delineate the waste extents, preparation of new and amended construction specifications and plan sets, and preparation of a geotechnical report.
- Conducting geotechnical and environmental oversight of the expanded landfill waste excavation.

This change order includes both those services completed between discovery of the expanded landfill waste area in January 2023 through to mid-March 2023, and includes an estimate for work anticipated to occur when cleanup construction resumes. A brief description of the scope of work for each task is provided below, along with the assumptions relied upon to develop the cost estimate provided in Table 1.

#### **Task 5 (Revised): Cleanup Action Construction Oversight**

Revisions to this task include additional field work preparation and oversight related to the expanded landfill waste excavation, waste excavation backfill, and reconstruction of the berm road.

##### ***Subtask 5.2 (Revised) Oversight Fieldwork***

Revisions to this subtask include field work preparation oversight activities for an assumed additional duration of 2 weeks, which is the anticipated additional duration needed to excavate the expanded landfill waste area, backfill the waste excavation, and reconstruct the berm road, and requires full-time oversight by an Aspect field representative. An Aspect field representative will conduct the performance monitoring activities in accordance with the Compliance Monitoring Plan and IM&M Plan.

Daily observations, photographs, notes, and measurements will be recorded on field logs and documented in daily field reports, to be kept on file at Aspect and transmitted to the City on a weekly basis.

***Subtask 5.4 Expanded Waste Excavation Design and Change Order Support***

This new subtask includes services to support design of the expanded landfill waste excavation and support for the change order, as follows:

- Scope and approach development for the expanded landfill waste area(s), including on-site and virtual meetings and discussions with the City and their contractor.
- Support for amendment of the access agreement between the City and Miles Sand and Gravel.
- Exploration investigations to evaluate the depth, thickness, and lateral boundaries of the expanded landfill waste area(s), including two drilling mobilizations with our subcontractor, Holt Services, and one day of test pit excavations.
- Preparation of draft and final versions of a geotechnical report.
- Preparation of amended construction plans, specifications, bid items and quantities to support the City with the change order.

**Estimated Cost**

The total cost for the services outlined in this contract change is \$121,564, consisting of the following:

- As of March 17, 2023, the cost of services already completed is \$68,321.
- The estimated cost for conducting the remaining scope of work is \$53,243.

The above Services will be billed on a time and materials basis in accordance with the attached Schedule of Charges. This cost proposal is valid for 90 days unless extended in writing by Aspect.

Aspect Consulting is submitting this proposal in accordance with the terms of the existing Agreement with the City of Shelton, dated January 25, 2022, for approval of work required by the Washington State Department of Ecology under Agreed Order No. DE 19541 dated December 20, 2021.

City of Shelton  
March 29, 2023

Project No. 150074-C

Sincerely,

**Aspect consulting, LLC**



---

**Carla Brock, LHG**  
Principal Geologist  
cbrock@aspectconsulting.com

Attachments: Table 1 – Cost Estimate Detail  
Schedule of Charges

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**Table 1 - Cost Estimate Detail**

			Task 5 (Revised) - Cleanup Construction Oversight							
			Subtask 5.2 (Revised) Additional Oversight Fieldwork				Subtask 5.4 Expanded Waste Excavation Design and Support			
Labor Costs										
Description	Rate	Unit	Quantity		Cost	Notes	Quantity		Cost	Notes
			Field Hours	Office Hours			Field Hours	Office Hours		
Principal Scientist/Engineer/Analyst 1	\$289.00	hour		4	\$ 1,156			16	\$ 4,624	
Associate Scientist/Engineer/Analyst	\$253.00	hour		2	\$ 506			8	\$ 2,024	
Sr. Scientist/Engineer/Analyst 1	\$209.00	hour	8	14	\$ 4,598			40	\$ 8,360	
Field Technician 2	\$122.00	hour	120	28	\$ 18,056				\$ -	
GIS or CAD Technician	\$157.00	hour			\$ -			16	\$ 2,512	
Sr. Technical Editor	\$140.00	hour			\$ -				\$ -	
Project Coordinator 2	\$120.00	hour		1	\$ 120			2	\$ 240	
Labor Costs Subtotals			\$ 24,436				\$ 17,760			
Field Equipment & ODCs										
Description	Rate	Unit	Quantity		Cost		Quantity		Cost	Notes
Lodging, Meals, Incidentals	\$269	night	14		\$ 3,767				\$ -	
Travel, Aspect Truck	\$110	day	14		\$ 1,540				\$ -	
Field Equip - Non-Sampling Monitoring	\$410	day	14		\$ 5,740				\$ -	
Field Equipment & ODCs Subtotals			\$ 11,047				\$ -			
Estimated Subtask Subtotals					\$ 35,483	1	\$ 17,760			
Costs Accrued through March 17, 2023					\$ -		\$ 68,321			2

**Total Requested Authorization \$ 121,564**

Notes

1-Construction oversight estimate assumes a 3 week duration for the additional landfill waste extent excavation.

2-Costs accrued to date occurred between discovery of the extended landfill waste areas in January 2023, through to March 17, 2023.



# SCHEDULE OF CHARGES

Effective January 2023

Unless otherwise stated in the proposal or services agreement, current rates are as follows:

<b>ENGINEERS, SCIENTISTS, AND ANALYSTS</b>		<b>Hourly Rate</b>
<b><i>Principals and Associates</i></b>		
Principal 2 .....		\$ 305
Principal 1 .....		289
Sr. Associate .....		267
Associate .....		253
<b><i>Senior, Project, and Staff Professionals</i></b>		
Senior 3 .....		253
Senior 2 .....		238
Senior 1 .....		222
Project 3 .....		204
Project 2 .....		189
Project 1 .....		176
Staff 3 .....		161
Staff 2 .....		148
Staff 1 .....		137
<b>TECHNICAL AND PROJECT SUPPORT</b>		<b>Hourly Rate</b>
<b><i>Field Operations</i></b>		
Technician 2 .....		\$ 122
Technician 1 .....		112
<b><i>Design, CAD, and Graphics</i></b>		
Engineering Designer .....		176
Sr. CAD .....		157
CAD .....		138
Sr. Graphic Designer .....		128
Graphic Designer .....		119
<b><i>Technology</i></b>		
Sr. Software Developer .....		250
Software Developer .....		219
<b><i>Technical Editing and Project Coordination</i></b>		
Sr. Technical Editor .....		140
Coordinator 3 / Technical Editor .....		128
Coordinator 2 .....		120
Coordinator 1 .....		111

## OTHER CHARGES

Mileage	Federal Gov't Rate Plus 15%
Subcontractors and Project Expenses	Cost Plus 15%

Client acknowledges that Aspect will adjust the Schedule of Charges annually, and that the Agreement will remain valid for any and all annually adjusted Schedule of Charges.

# C-STREET LANDFILL CLOSURE PROJECT UPDATE



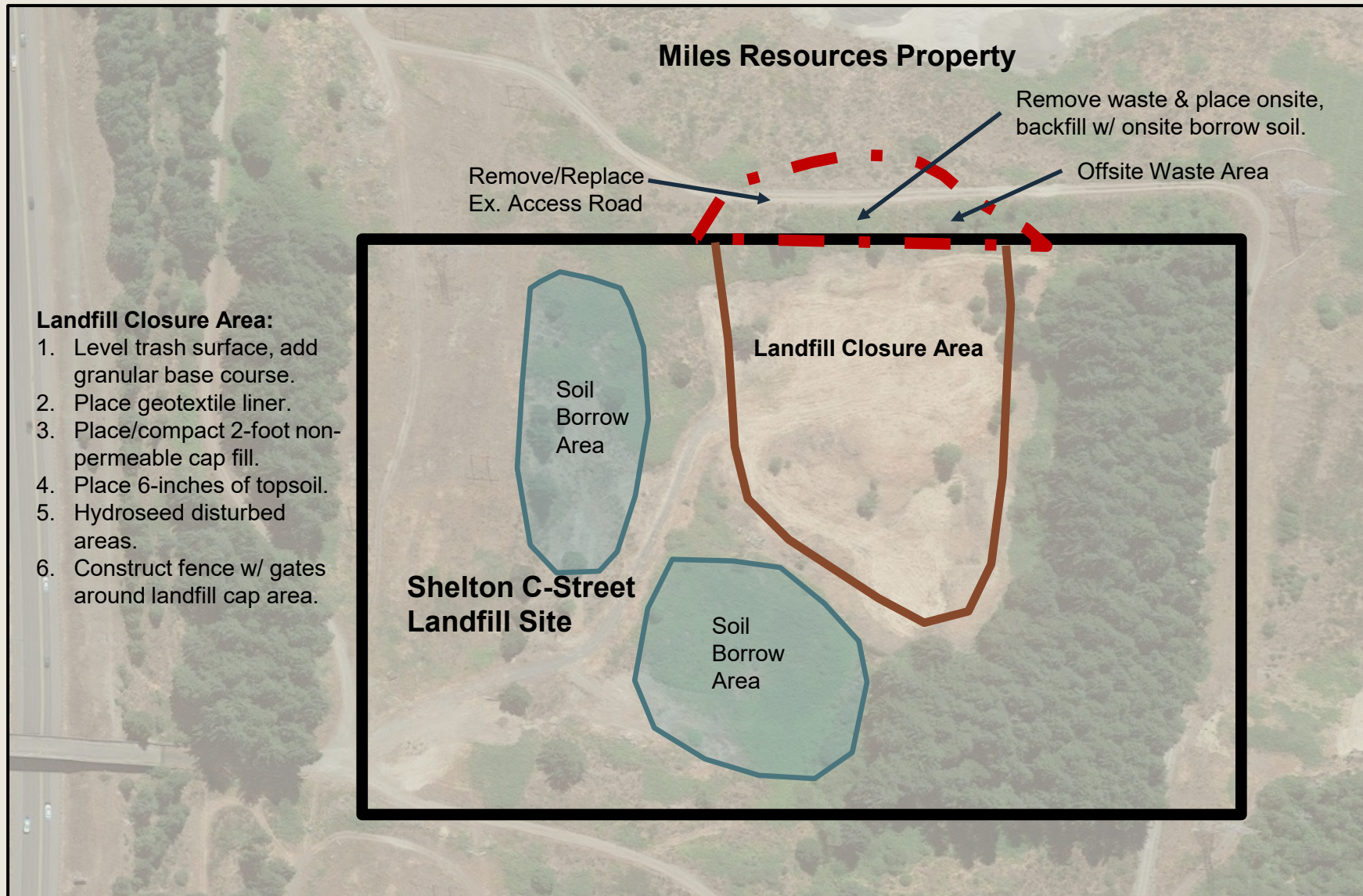
Site Aerial Photograph, August 2022



May 2, 2023



# PROJECT SCOPE:





# CONSTRUCTION PHOTOGRAPHS:





# CONSTRUCTION PHOTOGRAPHS:





# CONSTRUCTION PHOTOGRAPHS:





# QUESTIONS ?



4-20-23 Offsite Waste Layer

**For more information, please contact:**

James (Jay) Harris

Public Works Director

City of Shelton

360-432-5125

[jay.harris@sheltonwa.gov](mailto:jay.harris@sheltonwa.gov)



**CITY OF SHELTON  
COUNCIL BRIEFING REQUEST  
(Agenda Item F1)**

Touch Date: 04/04/2023  
Brief Date: 04/18/2023  
Action Date: 05/02/2023

Department: City Manager  
Presented By: Mark Ziegler

**APPROVED FOR COUNCIL PACKET:**

Action Requested:

**ROUTE TO:**

**REVIEWED:**

**PROGRAM/PROJECT TITLE:**

Shelton Police Secure Parking Grant

☒ Dept. Head

☐ Finance Director

☐ Attorney

☒ City Clerk

☒ City Manager

**ATTACHMENTS:**

- Contract

-Site plan

☐ Ordinance

☐ Resolution

☒ Motion

☐ Other

**DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:**

The City was awarded a grant in the 2022 Supplemental State Capital Budget to create a secure parking lot for the Shelton Police Department. The project will install fencing from the Civic Center to the east side of 5<sup>th</sup> Street enclosing the existing street with fences and gates to limit access to authorized personnel only and add cameras and enhanced lighting. These measures will provide for a secure area for police and other staff to enter and exit the building and view the surrounding area prior to exiting the building.

The project will require the vacation of 5<sup>th</sup> Street between Grove St. and Cota St. and will result in prohibited vehicle access through this area and all pedestrian traffic to utilize the sidewalk on the east side of 5<sup>th</sup> Street.

**ANALYSIS/OPTIONS/ALTERNATIVES:**

**BUDGET/FISCAL INFORMATION:**

This grant requires no matching funds.

**PUBLIC INFORMATION REQUIREMENTS:**

Information may be obtained by contacting the City Clerk.

**STAFF RECOMMENDATION/MOTION:**

*"I move to authorize the Interim City Manager to sign the Washington State Department of Commerce grant for Secure Parking for the Shelton Police."*



**Grant to**

City of Shelton

through

The Local and Community Projects

**For**

Secure Parking for Shelton Police (Shelton)

**Start date:**

July 1, 2021



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# FACE SHEET

Grant Number: **23-96643-101**

Project Name: **Secure Parking for Shelton Police (Shelton)**

## Washington State Department of Commerce Local Government Division Community Development Assistance Unit

<b>1. GRANTEE</b> City of Shelton 525 W Cota Street Shelton, WA 98584-2239		<b>2. GRANTEE Doing Business As (optional)</b> N/A	
<b>3. GRANTEE Representative</b> Mark Ziegler, Community Development Director 525 W Cota Street, Shelton, WA 98584-2239 (360) 432-5194 <a href="mailto:mark.ziegler@sheltonwa.gov">mark.ziegler@sheltonwa.gov</a>		<b>4. COMMERCE Representative</b> Lena Moore, Grant Manager PO Box 42525, Olympia, WA 98504 (360) 764-0632 <a href="mailto:lena.moore@commerce.wa.gov">lena.moore@commerce.wa.gov</a>	
<b>5. Grant Amount</b> \$199,820.00	<b>6. Funding Source</b> Federal:    State: X    Other: N/A:	<b>7. Start Date</b> July 1, 2021	<b>8. End Date</b> June 30, 2025, contingent on reappropriation; June 30, 2023 if funds are not reappropriated.
<b>9. Federal Funds (as applicable)</b> N/A		<b>Federal Agency</b> N/A	<b>CFDA Number</b> N/A
<b>10. Tax ID #</b> XXXXXXXXXXXXXXX	<b>11. SWV #</b> SWV0013140-00	<b>12. UBI #</b> 252000085	<b>13. DUNS #</b> 021830666
<b>14. Grant Purpose</b> The purpose of this performance-based Grant Agreement is to provide funding for a legislatively approved project that furthers the goals and objectives of The Local and Community Projects Program as described in Attachment A – Scope of Work (the “Project”).			
COMMERCE, defined as the Washington State Department of Commerce, and the GRANTEE, as defined above, acknowledge and accept the terms of this Grant and attachments and have executed this Grant on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant are governed by this Grant and the following other documents incorporated by reference: Grant Terms and Conditions including Attachment “A” – Scope of Work, Attachment “B” – Certification of Availability of Funds to Complete the Project, Attachment “C” – Certification of the Payment and Reporting of Prevailing Wages, Attachment “D” – Certification of Intent to Enter LEED Process.			
<b>FOR GRANTEE</b>  _____ Signature  _____ Print Name  _____ Title  _____ Date		<b>FOR COMMERCE</b>  _____ Mark K. Barkley, Assistant Director Local Government Division  _____ Date  <b>APPROVED AS TO FORM</b>  Steve Scheele, Assistant Attorney General  2/7/2023 _____ Date	



## DECLARATIONS

### GRANTEE INFORMATION

GRANTEE Name:	<b>City of Shelton</b>
Grant Number:	23-96643-101
State Wide Vendor Number:	SWV0013140-00

### PROJECT INFORMATION

Project Name:	<b>Secure Parking for Shelton Police (Shelton)</b>
Project City:	525 W Cota Street Shelton, WA 98584-2239
Project State:	Washington
Project Zip Code:	98584-2239

### GRANT AGREEMENT INFORMATION

Grant Amount:	<b>\$199,820.00</b>
Appropriation Number:	SSB 5651 SL Section 1026 (2022 Regular Session)
Re-appropriation Number (if applicable):	N/A
Grant End Date:	<b>June 30, 2025, contingent on reappropriation;</b> June 30, 2023, if funds are not reappropriated.
Biennium:	2021-2023
Biennium Close Date:	June 30, 2023

### PROJECT PURPOSE

Secure and improve safety at the Shelton Police Department parking lot.

### ADDITIONAL SPECIAL TERMS AND CONDITIONS GOVERNING THIS AGREEMENT

**Grant End Date:** In the event funds for the project are reappropriated, the contract end date will be extended pursuant to the reappropriation and consistent with Special Term and Condition 19. Depending on the reappropriation, a contract amendment may be required.

### ADDITIONAL RECITALS

N/A

## **SPECIAL TERMS AND CONDITIONS**

### **GENERAL GRANT STATE FUNDS**

THIS GRANT AGREEMENT, entered into by and between the GRANTEE and COMMERCE, as defined on the Face Sheet of this Grant Agreement, WITNESSES THAT:

WHEREAS, COMMERCE has the statutory authority under RCW 43.330.050 (5) to cooperate with and provide assistance to local governments, businesses, and community-based organizations; and

WHEREAS, COMMERCE is also given the responsibility to administer state funds and programs which are assigned to COMMERCE by the Governor or the Washington State Legislature; and

WHEREAS, the Washington State Legislature has made an appropriation to support the Local and Community Projects Program, and directed COMMERCE to administer those funds; and

WHEREAS, the enabling legislation also stipulates that the GRANTEE is eligible to receive funding for design, acquisition, construction, or rehabilitation.

NOW, THEREFORE, in consideration of covenants, conditions, performances, and promises hereinafter contained, the parties hereto agree as follows:

#### **1. GRANT MANAGEMENT**

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Grant.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Grant.

The Representative for the GRANTEE and their contact information are identified on the Face Sheet of this Grant.

#### **2. COMPENSATION**

COMMERCE shall pay an amount not to exceed the awarded Grant Amount as shown on the Face Sheet of this Grant Agreement, for the capital costs necessary for or incidental to the performance of work as set forth in the Scope of Work.

#### **3. CERTIFICATION OF FUNDS PERFORMANCE MEASURES**

A. The release of state funds under this Grant Agreement is contingent upon the GRANTEE certifying that it has expended or has access to funds from non-state sources as set forth in ATTACHMENT B (CERTIFICATION OF THE AVAILABILITY OF FUNDS TO COMPLETE THE PROJECT), hereof. Such non-state sources may consist of a combination of any of the following:

- i) Eligible Project expenditures prior to the execution of this Grant Agreement.
- ii) Cash dedicated to the Project.
- iii) Funds available through a letter of credit or other binding loan commitment(s).
- iv) Pledges from foundations or corporations.
- v) Pledges from individual donors.
- vi) The value of real property when acquired solely for the purposes of this Project, as established and evidenced by a current market value appraisal performed by a licensed, professional real estate appraiser, or a current property tax statement. COMMERCE will not consider appraisals for prospective values of such property for the purposes of calculating the amount of non-state matching fund credit.
- vii) In-kind contributions, subject to COMMERCE'S approval.

- B. The GRANTEE shall maintain records sufficient to evidence that it has access to or has expended funds from such non-state sources, and shall make such records available for COMMERCE's review upon reasonable request.

#### **4. PREVAILING WAGE LAW**

The Project funded under this Grant may be subject to state prevailing wage law (Chapter 39.12 RCW). The GRANTEE is advised to consult the Industrial Statistician at the Washington Department of Labor and Industries to determine whether prevailing wages must be paid. COMMERCE is not responsible for determining whether prevailing wage applies to this Project or for any prevailing wage payments that may be required by law.

#### **5. DOCUMENTATION AND SECURITY**

The provisions of this section shall apply to capital projects performed by nonprofit organizations and public benefit corporations that involve the expenditure of over \$250,000.00 in state funds. Additionally, Commerce reserves the right to review all state-funded projects and to require that projects performed by other entity types comply with this section. Projects for which the grant award or legislative intent documents specify that the state funding is to be used for design only are exempt from this section.

- A. Deed of Trust. This Grant shall be evidenced by a promissory note and secured by a deed of trust or other appropriate security instrument in favor of COMMERCE (the "Deed of Trust"). The Deed of Trust shall be recorded in the County where the Project is located, and the original returned to COMMERCE after recordation within ninety (90) days of Grant Agreement execution. The Deed of Trust must be recorded before COMMERCE will reimburse the GRANTEE for any Project costs. The amount secured by the Deed of Trust shall be the amount of the Grant as set forth on the Face Sheet, hereof.
- B. Term of Deed of Trust. The Deed of Trust shall remain in full force and effect for a minimum period of ten (10) years following the later of: (1) final payment of state funds to the GRANTEE under this grant; or (2) the date when the facility improved or acquired with grant funds, or a distinct phase of the project, is made useable to the public for the purpose intended by the Legislature. Upon satisfaction of the ten-year term requirement and all other grant terms and conditions, COMMERCE shall, upon written request of the GRANTEE, take appropriate action to reconvey the Deed of Trust.
- C. Title Insurance. The GRANTEE shall purchase an extended coverage lender's policy of title insurance insuring the lien position of the Deed of Trust in an amount not less than the amount of the grant.
- D. Covenant. If the project will be partially funded by a loan and the term of said loan is less than the commitment period under this grant contract, COMMERCE may require that GRANTEE record or cause to be recorded a covenant in a superior lien position ahead of the lender's security instrument that restricts use of the facility or property for the purpose(s) stated elsewhere in this contract for at least the term of the commitment period
- E. Subordination. COMMERCE may agree to subordinate its deed of trust upon request from a private or public lender. Any such request shall be submitted to COMMERCE in writing, and COMMERCE shall respond to the request in writing within thirty (30) days of receiving the request.

#### **6. BASIS FOR ESTABLISHING REAL PROPERTY VALUES FOR ACQUISITIONS OF REAL PROPERTY PERFORMANCE MEASURES**

When all or part of the grant is used to fund the acquisition of real property, before funds are disbursed, the GRANTEE shall procure and provide to COMMERCE evidence establishing the value of the real property eligible for reimbursement:

- A. GRANTEE purchases of real property from an independent third-party seller shall be evidenced by a current appraisal prepared by a licensed Washington State commercial real estate appraiser, or a current property tax statement.
- B. GRANTEE purchases of real property from a subsidiary organization, such as an affiliated LLC, shall be evidenced by a current appraisal prepared by a licensed Washington State

commercial real estate appraiser or the prior purchase price of the property plus holding costs, whichever is less.

**7. EXPENDITURES ELIGIBLE FOR REIMBURSEMENT**

Payments to the Grantee shall be made on a reimbursement basis only. The GRANTEE may be reimbursed for the following eligible costs related to the activities identified in the SCOPE OF WORK shown on Attachment A.

- A. Real property, and costs directly associated with such purchase, when purchased or acquired solely for the purposes of the Project;
- B. Design, engineering, architectural, and planning;
- C. Construction management and observation (from external sources only);
- D. Construction costs including, but not limited to, the following:
  - Site preparation and improvements;
  - Permits and fees;
  - Labor and materials;
  - Taxes on Project goods and services;
  - Capitalized equipment;
  - Information technology infrastructure; and
  - Landscaping.
- F. Other costs authorized through the legislation.

**8. BILLING PROCEDURES AND PAYMENT**

COMMERCE shall reimburse the GRANTEE for eligible Project expenditures, up to the maximum payable under this Grant Agreement. When requesting reimbursement for expenditures made, the GRANTEE shall submit to COMMERCE a signed and completed Invoice Voucher (Form A-19), that documents capitalized Project activity performed for the billing period. The GRANTEE can submit all Invoice Vouchers and any required documentation electronically through COMMERCE's Contracts Management System (CMS), which is available through the Secure Access Washington (SAW) portal.

The GRANTEE shall evidence the costs claimed on each voucher by including copies of each invoice received from vendors providing Project goods or services covered by the Grant Agreement. The GRANTEE shall also provide COMMERCE with a copy of the cancelled check or electronic funds transfer, as applicable that confirms that they have paid each expenditure being claimed. The cancelled checks or electronic funds transfers may be submitted to COMMERCE at the time the voucher is initially submitted, or within thirty (30) days thereafter.

The voucher must be certified (signed) by an official of the GRANTEE with authority to bind the GRANTEE. The final voucher shall be submitted to COMMERCE within sixty (60) days following the completion of work or other termination of this Grant Agreement, or within fifteen (15) days following the end of the state biennium unless Grant Agreement funds are reappropriated by the Legislature in accordance with Section 19, hereof.

If GRANTEE has or will be submitting any of the invoices attached to a request for payment for partial reimbursement under another grant contract, GRANTEE must clearly identify such grant contracts in the transmittal letter and request for payment.

Each request for payment must be accompanied by a Project Status Report, which describes, in narrative form, the progress made on the Project since the last invoice was submitted, as well as a report of Project status to date. COMMERCE will not release payment for any reimbursement request received unless and until the Project Status Report is received. After approving the Invoice Voucher and Project Status Report, COMMERCE shall promptly remit a warrant to the GRANTEE.



COMMERCE will pay GRANTEE upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE **not more often than monthly**.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the GRANTEE.

COMMERCE may, in its sole discretion, terminate the Grant or withhold payments claimed by the GRANTEE for services rendered if the GRANTEE fails to satisfactorily comply with any term or condition of this Grant.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Duplication of Billed Costs

The GRANTEE shall not bill COMMERCE for services performed under this Grant Agreement, and COMMERCE shall not pay the GRANTEE, if the GRANTEE is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The GRANTEE is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subgrantees.

**9. SUBCONTRACTOR DATA COLLECTION**

GRANTEE will submit reports, in a form and format to be provided by COMMERCE and at intervals as agreed by the parties, regarding work under this Grant performed by subcontractors and the portion of Grant funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

**10. CERTIFIED PROJECT COMPLETION REPORT AND FINAL PAYMENT**

The GRANTEE shall complete a Certified Project Completion Report when activities identified in the SCOPE OF WORK shown on Attachment A are complete.

The GRANTEE shall provide the following information to COMMERCE:

- A. A certified statement that the Project, as described in the SCOPE OF WORK shown on Attachment A, is complete and, if applicable, meets required standards.
- B. A certified statement of the actual dollar amounts spent, from all funding sources, in completing the project as described in the SCOPE OF WORK shown on Attachment A.
- C. Certification that all costs associated with the Project have been incurred and accounted for. Costs are incurred when goods and services are received and/or Grant work is performed.
- D. A final voucher for the remaining eligible funds, including any required documentation.

The GRANTEE will submit the Certified Project Completion Report together with the last Invoice Voucher for a sum not to exceed the balance of the Grant Amount.

**11. INSURANCE**

A. Insurance Requirements for Reimbursable Activities

The GRANTEE will maintain appropriate insurance coverage throughout any period in which reimbursable activities are conducted. The intent of the required insurance is to protect the state of Washington should there be any claims, suits, actions, costs, damages or expenses arising from any loss, or negligent or intentional act or omission of the GRANTEE, or Subgrantee, or agents of either, while performing under the terms of this Grant.

B. Additional Insurance Requirements During the Term of the Grant

The GRANTEE shall provide proof to COMMERCE of the following insurance coverage as applicable:

**Commercial General Liability Insurance Policy.** Provide a Commercial General Liability Insurance Policy, including contractual liability, written on an occurrence basis, in adequate quantity to protect against legal liability related to this Grant but no less than \$1,000,000 per occurrence. Additionally, the GRANTEE is responsible for ensuring that any Subgrantee/subcontractor provide adequate insurance coverage for the activities arising out of subgrants/subcontracts. Commercial General Liability Insurance coverage shall be maintained in full force and effect during the term of this Grant and throughout the commitment period described in Special Terms and Conditions Section 5, 15, and 16.

**Property Insurance.** The GRANTEE shall keep the property insured in an amount sufficient to permit such insurance to be written at all times on a replacement cost basis. Such insurance shall cover the following hazards, as applicable:

- Loss or damage by fire and such other risks;
- Loss or damage from leakage or sprinkler systems now or hereafter installed in any building on the premises;
- Loss or damage by explosion of steam boilers, pressure vessels, oil or gasoline storage tanks or similar apparatus now or hereafter installed in a building or building on the premises.

Property Insurance coverage shall be maintained in full force and effect during the term of this Grant and throughout the commitment period described in Special Terms and Conditions Section 5, 15, and 16.

**Professional Liability, Errors and Omissions Insurance.** If GRANTEE will be providing any professional services to be reimbursed under this Grant, the GRANTEE shall maintain Professional Liability or Errors and Omissions Insurance with minimum limits of no less than \$1,000,000 per occurrence to cover all activities by the GRANTEE and licensed staff employed or under contract to the GRANTEE. The state of Washington, its agents, officers, and employees need *not* be named as additional insureds under this policy.

**Fidelity Insurance.** Every officer, director, employee, or agent who is authorized to act on behalf of the GRANTEE for the purpose of receiving or depositing funds into program accounts or issuing financial documents, checks, or other instruments of payment for program costs shall be insured to provide protection against loss:

- A. The amount of fidelity coverage secured pursuant to this Grant shall be \$2,000,000 or the highest of planned reimbursement for the Grant period, whichever is lowest. Fidelity insurance secured pursuant to this paragraph shall name COMMERCE as beneficiary.
- B. Subgrantees/subcontractors that receive \$10,000 or more per year in funding through this Grant shall secure fidelity insurance as noted above. Fidelity insurance secured by Subgrantees/subcontractors pursuant to this paragraph shall name the GRANTEE and the GRANTEE's fiscal agent as beneficiary.
- C. Fidelity Insurance coverage shall be maintained in full force and effect during the term of this Grant.

The insurance required shall be issued by an insurance company authorized to do business within the state of Washington. The insurance shall name the state of Washington, its agents, officers, and employees as additional insureds under the insurance policy. All policies shall be primary to any other valid and collectable insurance. The GRANTEE shall instruct the insurers to give COMMERCE thirty (30) calendar days advance notice of any insurance cancellation or modification.

The GRANTEE shall provide to COMMERCE copies of insurance instruments or certifications from the insurance issuing agency. The copies or certifications shall show the insurance coverage, the designated beneficiary, who is covered, the amounts, the period of coverage, and that COMMERCE will be provided thirty (30) days advance written notice of cancellation.

During the term of the Grant, the GRANTEE shall submit renewal certificates not less than thirty (30) calendar days prior to expiration of each policy required under this section.

**Professional Liability, Errors and Omissions Insurance.** The GRANTEE shall require that any contractors providing professional services that are reimbursable under this Grant maintain Professional Liability or Errors and Omissions Insurance. The GRANTEE shall require such contractors to maintain minimum limits of no less than \$1,000,000 per occurrence. The state of Washington, its agents, officers, and employees need *not* be named as additional insureds under these policies.

**GRANTEES and Local Governments that Participate in a Self-Insurance Program.**

Self-Insured/Liability Pool or Self-Insured Risk Management Program – With prior approval from COMMERCE, the GRANTEE may provide the coverage above under a self-insured/liability pool or self-insured risk management program. In order to obtain permission from COMMERCE, the GRANTEE shall provide: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pool financial reports must comply with Generally Accepted Accounting Principles (GAAP) and adhere to accounting standards promulgated by: 1) Governmental Accounting Standards Board (GASB), 2) Financial Accounting Standards Board (FASB), and 3) the Washington State Auditor's annual instructions for financial reporting. GRANTEE's participating in joint risk pools shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. The state of Washington, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

GRANTEE shall provide annually to COMMERCE a summary of coverages and a letter of self insurance, evidencing continued coverage under GRANTEE's self-insured/liability pool or self-insured risk management program. Such annual summary of coverage and letter of self-insurance will be provided on the anniversary of the start date of this Agreement.

**12. ORDER OF PRECEDENCE**

In the event of an inconsistency in this Grant, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Declarations page of this Grant Agreement
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Certification of the Availability of Funds to Complete the Project
- Attachment C – Certification of the Payment and Reporting of Prevailing Wages
- Attachment D – Certification of Intent to Enter the Leadership in Energy and Environmental Design (LEED) Certification Process

**13. REDUCTION IN FUNDS**

In the event state funds appropriated for the work contemplated under this Grant Agreement are withdrawn, reduced, or limited in any way by the Governor or the Washington State Legislature during the Grant Agreement period, the parties hereto shall be bound by any such revised funding limitations as implemented at the discretion of COMMERCE, and shall meet and renegotiate the Grant Agreement accordingly.

#### **14. OWNERSHIP OF PROJECT/CAPITAL FACILITIES**

COMMERCE makes no claim to any real property improved or constructed with funds awarded under this Grant Agreement and does not assert and will not acquire any ownership interest in or title to the capital facilities and/or equipment constructed or purchased with state funds under this Grant Agreement; provided, however, that COMMERCE may be granted a security interest in real property, to secure funds awarded under this Grant Agreement. This provision does not extend to claims that COMMERCE may bring against the GRANTEE in recapturing funds expended in violation of this Grant Agreement.

#### **15. CHANGE OF OWNERSHIP OR USE FOR GRANTEE-OWNED PROPERTY**

- A. The GRANTEE understands and agrees that any and all real property or facilities owned by the GRANTEE that are acquired, constructed, or otherwise improved by the GRANTEE using state funds under this Grant Agreement, shall be held and used by the GRANTEE for the purpose or purposes stated elsewhere in this Grant Agreement for a period of at least ten (10) years from the later of: (1) the date the final payment is made hereunder; or (2) the date when the facility improved or acquired with grant funds, or a distinct phase of the project, is made useable to the public for the purpose intended by the Legislature.
- B. This provision shall not be construed to prohibit the GRANTEE from selling any property or properties described in this section; Provided, that any such sale shall be subject to prior review and approval by COMMERCE, and that all proceeds from such sale shall be applied to the purchase price of a different facility or facilities of equal or greater value than the original facility and that any such new facility or facilities will be used for the purpose or purposes stated elsewhere in this Grant Agreement.
- C. In the event the GRANTEE is found to be out of compliance with this section, the GRANTEE shall repay to the state general fund the principal amount of the grant as stated on the Face Sheet, hereof, plus interest calculated at the rate of interest on state of Washington general obligation bonds issued most closely to the effective date of the legislation in which the subject facility was authorized. Repayment shall be made pursuant to Section 50 (Recapture provision).

#### **16. CHANGE OF USE FOR LEASED PROPERTY PERFORMANCE MEASURE**

- A. The GRANTEE understands and agrees that any facility leased by the GRANTEE that is constructed, renovated, or otherwise improved using state funds under this Grant Agreement shall be used by the GRANTEE for the purpose or purposes stated elsewhere in this Grant Agreement for a period of at least ten (10) years from the later of: (1) the date the final payment is made hereunder; or (2) the date when the facility improved or acquired with grant funds, or a distinct phase of the project, is made useable to the public for the purpose intended by the Legislature.
- B. In the event the GRANTEE is found to be out of compliance with this section, the GRANTEE shall repay to the state general fund the principal amount of the grant as stated on the Face Sheet, hereof, plus interest calculated at the rate of interest on state of Washington general obligation bonds issued most closely to the effective date of the legislation in which the subject facility was authorized. Repayment shall be made pursuant to Section 50 (Recapture Provision).

#### **17. SIGNAGE, MARKERS AND PUBLICATIONS**

If, during the period covered by this Grant Agreement, the GRANTEE displays or circulates any communication, publication, or donor recognition identifying the financial participants in the Project, any such communication or publication must identify "The Taxpayers of Washington State" as a participant.

#### **18. HISTORICAL AND CULTURAL ARTIFACTS**

Prior to approval and disbursement of any funds awarded under this Contract, GRANTEE shall cooperate with COMMERCE to complete the requirements of Governor's Executive Order 21-02 or GRANTEE shall complete a review under Section 106 of the National Historic Preservation Act, if applicable. GRANTEE agrees that the GRANTEE is legally and financially responsible for compliance



with all laws, regulations, and agreements related to the preservation of historical or cultural resources and agrees to hold harmless COMMERCE and the state of Washington in relation to any claim related to such historical or cultural resources discovered, disturbed, or damaged as a result of the project funded by this Contract.

In addition to the requirements set forth in this Contract, GRANTEE shall, in accordance with Governor's Executive Order 21-02 as applicable, coordinate with Commerce and the Washington State Department of Archaeology and Historic Preservation ("DAHP"), including any recommended consultation with any affected tribe(s), during Project design and prior to construction to determine the existence of any tribal cultural resources affected by Project. GRANTEE agrees to avoid, minimize, or mitigate impacts to the cultural resource as a continuing prerequisite to receipt of funds under this Contract.

The GRANTEE agrees that, unless the GRANTEE is proceeding under an approved historical and cultural monitoring plan or other memorandum of agreement, if historical or cultural artifacts are discovered during construction, the GRANTEE shall immediately stop construction and notify the local historical preservation officer and the state's historical preservation officer at DAHP, and the Commerce Representative identified on the Face Sheet. If human remains are uncovered, the GRANTEE shall report the presence and location of the remains to the coroner and local enforcement immediately, then contact DAHP and the concerned tribe's cultural staff or committee.

The GRANTEE shall require this provision to be contained in all subcontracts for work or services related to the Scope of Work attached hereto.

In addition to the requirements set forth in this Contract, GRANTEE agrees to comply with RCW 27.44 regarding Indian Graves and Records; RCW 27.53 regarding Archaeological Sites and Resources; RCW 68.60 regarding Abandoned and Historic Cemeteries and Historic Graves; and WAC 25-48 regarding Archaeological Excavation and Removal Permits.

Completion of the requirements of Section 106 of the National Historic Preservation Act shall substitute for completion of Governor's Executive Order 21-02.

In the event that the GRANTEE finds it necessary to amend the Scope of Work the GRANTEE may be required to re-comply with Governor's Executive Order 21-02, or Section 106 of the National Historic Preservation Act.

## **19. REAPPROPRIATION**

- A.** The parties hereto understand and agree that any state funds not expended by the BIENNIUM CLOSE DATE listed on the Declarations page will lapse on that date unless specifically reappropriated by the Washington State Legislature. If funds are so reappropriated, the state's obligation under the terms of this Grant Agreement shall be contingent upon the terms of such reappropriation.
- B.** In the event any funds awarded under this Grant Agreement are reappropriated for use in a future biennium, COMMERCE reserves the right to assign a reasonable share of any such reappropriation for administrative costs.

## **20. TERMINATION FOR FRAUD OR MISREPRESENTATION**

In the event the GRANTEE commits fraud or makes any misrepresentation in connection with the Grant application or during the performance of this Grant Agreement, COMMERCE reserves the right to terminate or amend this Grant Agreement accordingly, including the right to recapture all funds disbursed to the GRANTEE under the Grant.

**21. APPLICABILITY OF COPYRIGHT PROVISIONS TO ARCHITECTURAL/ENGINEERING DESIGN WORK**

The "Copyright Provisions", Section 36 of the General Terms and Conditions, are not intended to apply to any architectural and engineering design work funded by this grant.

**22. FRAUD AND OTHER LOSS REPORTING**

Contractor/Grantee shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

**23. PUBLIC RECORDS ACT**

Notwithstanding General Terms and Conditions Section 34, COMMERCE is a public agency subject to the Public Records Act, Chapter 42.56 RCW (the "PRA"). Under the PRA, all materials relating to the conduct of government or the performance of any governmental or proprietary function prepared, owned, used, or retained by COMMERCE or its functional equivalents are considered public records. The PRA requires that public records responsive to a public records request be promptly produced unless the PRA or an "other statute" exempts such records from production. This Agreement is not intended to alter COMMERCE's obligations under the PRA. The parties agree that if COMMERCE receives a public records request for files that may include confidential information under General Terms and Conditions Section 34, COMMERCE will notify the other party of the request and of the date that the records will be released to the requester unless GRANTEE obtains a court order enjoining disclosure. If the GRANTEE fails to obtain the court order enjoining disclosure, COMMERCE may release the requested information on the date specified. If the GRANTEE obtains a court order from a court of competent jurisdiction enjoining disclosure pursuant to the PRA, COMMERCE shall maintain the confidentiality of the information per the court order.

**GENERAL TERMS AND CONDITIONS**  
**GENERAL GRANT**  
**STATE FUNDS**

**24. DEFINITIONS**

As used throughout this Grant, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Department of Commerce.
- C. "GRANTEE" shall mean the entity identified on the Face Sheet performing service(s) under this Grant, and shall include all employees and agents of the GRANTEE.
- D. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.
- E. "State" shall mean the state of Washington.
- F. "Subgrantee/subcontractor" shall mean one not in the employment of the GRANTEE, who is performing all or part of those services under this Grant under a separate Grant with the GRANTEE. The terms "subgrantee/subcontractor" refers to any tier.
- G. "Subrecipient" shall mean a non-federal entity that expends federal awards received from a pass-through entity to carry out a federal program, but does not include an individual that is a beneficiary of such a program. It also excludes vendors that receive federal funds in exchange for goods and/or services in the course of normal trade or commerce.
- H. "Vendor" is an entity that agrees to provide the amount and kind of services requested by COMMERCE; provides services under the grant only to those beneficiaries individually determined to be eligible by COMMERCE and, provides services on a fee-for-service or per-unit basis with contractual penalties if the entity fails to meet program performance standards.
- I. "Grant" and "Agreement" and "Contract" shall mean the entire written agreement between COMMERCE and the GRANTEE, including any attachments, exhibits, documents, or materials incorporated by reference, and any amendments executed by the parties.

**25. ACCESS TO DATA**

In compliance with RCW 39.26.180, the GRANTEE shall provide access to data generated under this Grant to COMMERCE, the Joint Legislative Audit and Review Committee, and the Office of the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the GRANTEE's reports, including computer models and the methodology for those models.

**26. ADVANCE PAYMENTS PROHIBITED**

No payments in advance of or in anticipation of goods or services to be provided under this Grant shall be made by COMMERCE.

**27. ALL WRITINGS CONTAINED HEREIN**

This Grant contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Grant shall be deemed to exist or to bind any of the parties hereto.

**28. AMENDMENTS**

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

**29. AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, ALSO REFERRED TO AS THE “ADA” 28 CFR PART 35**

The GRANTEE must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

**30. ASSIGNMENT**

Neither this Grant, nor any claim arising under this Grant, shall be transferred or assigned by the GRANTEE without prior written consent of COMMERCE.

**31. ATTORNEYS’ FEES**

Unless expressly permitted under another provision of the Grant, in the event of litigation or other action brought to enforce Grant terms, each party agrees to bear its own attorney’s fees and costs.

**32. AUDIT**

**A. General Requirements**

COMMERCE reserves the right to require an audit. If required, GRANTEEs are to procure audit services based on the following guidelines.

The GRANTEE shall maintain its records and accounts so as to facilitate audits and shall ensure that subgrantees also maintain auditable records.

The GRANTEE is responsible for any audit exceptions incurred by its own organization or that of its subgrantees.

COMMERCE reserves the right to recover from the GRANTEE all disallowed costs resulting from the audit.

Responses to any unresolved management findings and disallowed or questioned costs shall be included with the audit report. The GRANTEE must respond to COMMERCE requests for information or corrective action concerning audit issues within thirty (30) days of the date of request.

**B. State Funds Requirements**

In the event an audit is required, if the GRANTEE is a state or local government entity, the Office of the State Auditor shall conduct the audit. Audits of non-profit organizations are to be conducted by a certified public accountant selected by the GRANTEE.

The GRANTEE shall include the above audit requirements in any subcontracts.

In any case, the GRANTEE’s records must be available for review by COMMERCE.

**C. Documentation Requirements**

The GRANTEE must send a copy of the audit report described above no later than nine (9) months after the end of the GRANTEE’s fiscal year(s) by sending a scanned copy to [comacctoffice@commerce.wa.gov](mailto:comacctoffice@commerce.wa.gov) or a hard copy to:

Department of Commerce  
ATTN: Audit Review and Resolution Office  
1011 Plum Street SE  
PO Box 42525  
Olympia WA 98504-2525

In addition to sending a copy of the audit, when applicable, the GRANTEE must include:

- Corrective action plan for audit findings within three (3) months of the audit being received by COMMERCE.
- Copy of the Management Letter.

If the GRANTEE is required to obtain a Single Audit consistent with Circular A-133 requirements, a copy must be provided to COMMERCE; no other report is required.

### **33. BREACHES OF OTHER STATE CONTRACTS**

GRANTEE is expected to comply with all other contracts executed between GRANTEE and the State of Washington. A breach of any other agreement entered into between GRANTEE and the State of Washington may, in COMMERCE's discretion, be deemed a breach of this Agreement.

### **34. CONFIDENTIALITY/SAFEGUARDING OF INFORMATION**

- A. "Confidential Information" as used in this section includes:
1. All material provided to the GRANTEE by COMMERCE that is designated as "confidential" by COMMERCE;
  2. All material produced by the GRANTEE that is designated as "confidential" by COMMERCE; and
  3. All personal information in the possession of the GRANTEE that may not be disclosed under state or federal law. "Personal information" includes but is not limited to information related to a person's name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver's license number and other identifying numbers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- B. The GRANTEE shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The GRANTEE shall use Confidential Information solely for the purposes of this Grant and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The GRANTEE shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the GRANTEE shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Grant whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The GRANTEE shall make the changes within the time period specified by COMMERCE. Upon request, the GRANTEE shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the GRANTEE against unauthorized disclosure.
- C. Unauthorized Use or Disclosure. The GRANTEE shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

### **35. CONFLICT OF INTEREST**

Notwithstanding any determination by the Executive Ethics Board or other tribunal, COMMERCE may, in its sole discretion, by written notice to the GRANTEE terminate this Grant Agreement if it is found after due notice and examination by COMMERCE that there is a violation of the Ethics in Public Service Act, Chapters 42.52 RCW and 42.23 RCW; or any similar statute involving the GRANTEE in the procurement of, or performance under this Grant Agreement.

Specific restrictions apply to contracting with current or former state employees pursuant to chapter 42.52 of the Revised Code of Washington. The GRANTEE and their subcontractor(s) must identify any person employed in any capacity by the state of Washington that worked on this Grant, or any matter related to the project funded under this Grant or any other state funded project, including but not limited to formulating or drafting legislation, participating in grant procurement, planning and



execution, awarding grants, or monitoring grants, during the 24 month period preceding the start date of this Grant. Any person identified by the GRANTEE and their subcontractors(s) must be identified individually by name, the agency previously or currently employed by, job title or position held, and separation date. If it is determined by COMMERCE that a conflict of interest exists, the GRANTEE may be disqualified from further consideration for the award of a Grant.

In the event this Grant Agreement is terminated as provided above, COMMERCE shall be entitled to pursue the same remedies against the GRANTEE as it could pursue in the event of a breach of the Grant Agreement by the GRANTEE. The rights and remedies of COMMERCE provided for in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law. The existence of facts upon which COMMERCE makes any determination under this clause shall be an issue and may be reviewed as provided in the "Disputes" clause of this Grant Agreement.

### **36. COPYRIGHT PROVISIONS**

Unless otherwise provided, all Materials produced under this Grant shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the GRANTEE hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Grant, but that incorporate pre-existing materials not produced under the Grant, the GRANTEE hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The GRANTEE warrants and represents that the GRANTEE has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The GRANTEE shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Grant, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Grant. The GRANTEE shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the GRANTEE with respect to any Materials delivered under this Grant. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the GRANTEE.

### **37. DISPUTES**

Except as otherwise provided in this Grant, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Director of COMMERCE, who may designate a neutral person to decide the dispute.

The request for a dispute hearing must:

- be in writing;
- state the disputed issues;
- state the relative positions of the parties;
- state the GRANTEE's name, address, and Grant number; and
- be mailed to the Director and the other party's (respondent's) Grant Representative within three (3) working days after the parties agree that they cannot resolve the dispute.

The respondent shall send a written answer to the requestor's statement to both the Director or the Director's designee and the requestor within five (5) working days.

The Director or designee shall review the written statements and reply in writing to both parties within ten (10) working days. The Director or designee may extend this period if necessary by notifying the parties.

The decision shall not be admissible in any succeeding judicial or quasi-judicial proceeding.

The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

Nothing in this Grant shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution (ADR) method in addition to the dispute hearing procedure outlined above.

**38. DUPLICATE PAYMENT**

COMMERCE shall not pay the GRANTEE, if the GRANTEE has charged or will charge the State of Washington or any other party under any other Grant, subgrant/subcontract, or agreement, for the same services or expenses. The GRANTEE certifies that work to be performed under this contract does not duplicate any work to be charged against any other grant, subgrant/subcontract, or agreement.

**39. GOVERNING LAW AND VENUE**

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

**40. INDEMNIFICATION**

To the fullest extent permitted by law, the GRANTEE shall indemnify, defend, and hold harmless the state of Washington, COMMERCE, agencies of the state and all officials, agents and employees of the state, from and against all claims for injuries or death arising out of or resulting from the performance of the contract. "Claim" as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or the destruction of tangible property including loss of use resulting therefrom.

The GRANTEE'S obligation to indemnify, defend, and hold harmless includes any claim by GRANTEE'S agents, employees, representatives, or any subcontractor or its employees.

The GRANTEE'S obligation shall not include such claims that may be caused by the sole negligence of the State and its agencies, officials, agents, and employees. If the claims or damages are caused by or result from the concurrent negligence of (a) the State, its agents or employees and (b) the GRANTEE, its subcontractors, agents, or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the GRANTEE or its subcontractors, agents, or employees.

The GRANTEE waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the state and its agencies, officers, agents or employees.

**41. INDEPENDENT CAPACITY OF THE GRANTEE**

The parties intend that an independent contractor relationship will be created by this Grant. The GRANTEE and its employees or agents performing under this Grant Agreement are not employees or agents of the state of Washington or COMMERCE. The GRANTEE will not hold itself out as or claim to be an officer or employee of COMMERCE or of the state of Washington by reason hereof, nor will the GRANTEE make any claim of right, privilege or benefit which would accrue to such officer or employee under law. Conduct and control of the work will be solely with the GRANTEE.

**42. INDUSTRIAL INSURANCE COVERAGE**

The GRANTEE shall comply with all applicable provisions of Title 51 RCW, Industrial Insurance. If the GRANTEE fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, COMMERCE may collect from the GRANTEE the full amount payable to the Industrial Insurance Accident Fund. COMMERCE may deduct the amount owed by the GRANTEE to the accident fund from the amount payable to the GRANTEE by COMMERCE under this Grant Agreement, and transmit the deducted amount to the Department of Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the GRANTEE.

**43. LAWS**

The GRANTEE shall comply with all applicable laws, ordinances, codes, regulations and policies of local and state and federal governments, as now or hereafter amended.

**44. LICENSING, ACCREDITATION AND REGISTRATION**

The GRANTEE shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Grant Agreement.

**45. LIMITATION OF AUTHORITY**

Only the Authorized Representative or Authorized Representative's delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Grant Agreement. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this Grant Agreement is not effective or binding unless made in writing and signed by the Authorized Representative.

**46. NONCOMPLIANCE WITH NONDISCRIMINATION LAWS**

During the performance of this Grant, the GRANTEE shall comply with all federal, state, and local nondiscrimination laws, regulations and policies. In the event of the GRANTEE's non-compliance or refusal to comply with any nondiscrimination law, regulation or policy, this Grant may be rescinded, canceled or terminated in whole or in part, and the GRANTEE may be declared ineligible for further Grants with COMMERCE. The GRANTEE shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein. The funds provided under this contract may not be used to fund religious worship, exercise, or instruction. No person shall be required to participate in any religious worship, exercise, or instruction in order to have access to the facilities funded by this grant.

**47. PAY EQUITY**

The GRANTEE agrees to ensure that "similarly employed" individuals in its workforce are compensated as equals, consistent with the following:

- a. Employees are "similarly employed" if the individuals work for the same employer, the performance of the job requires comparable skill, effort, and responsibility, and the jobs are performed under similar working conditions. Job titles alone are not determinative of whether employees are similarly employed;
- b. GRANTEE may allow differentials in compensation for its workers if the differentials are based in good faith and on any of the following:
  - (i) A seniority system; a merit system; a system that measures earnings by quantity or quality of production; a bona fide job-related factor or factors; or a bona fide regional difference in compensation levels.
  - (ii) A bona fide job-related factor or factors may include, but not be limited to, education, training, or experience that is: Consistent with business necessity; not based on or derived from a gender-based differential; and accounts for the entire differential.
  - (iii) A bona fide regional difference in compensation level must be: Consistent with business necessity; not based on or derived from a gender-based differential; and account for the entire differential.

This Grant Agreement may be terminated by COMMERCE, if COMMERCE or the Department of Enterprise services determines that the GRANTEE is not in compliance with this provision.

**48. POLITICAL ACTIVITIES**

Political activity of GRANTEE employees and officers are limited by the State Campaign Finances and Lobbying provisions of Chapter 42.17a RCW and the Federal Hatch Act, 5 USC 1501 - 1508.

No funds may be used for working for or against ballot measures or for or against the candidacy of any person for public office.

**49. PUBLICITY**

The GRANTEE agrees not to publish or use any advertising or publicity materials in which the state of Washington or COMMERCE's name is mentioned, or language used from which the connection with the state of Washington's or COMMERCE's name may reasonably be inferred or implied, without the prior written consent of COMMERCE.

**50. RECAPTURE**

In the event that the GRANTEE fails to perform this Grant in accordance with state laws, federal laws, and/or the provisions of this Grant, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the GRANTEE of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Grant.

**51. RECORDS MAINTENANCE**

The GRANTEE shall maintain books, records, documents, data and other evidence relating to this Grant and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Grant.

GRANTEE shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Grant, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

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

**52. REGISTRATION WITH DEPARTMENT OF REVENUE**

If required by law, the GRANTEE shall complete registration with the Washington State Department of Revenue.

**53. RIGHT OF INSPECTION**

At no additional cost, the GRANTEE shall provide right of access to its facilities to COMMERCE, or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Grant.

**54. SAVINGS**

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Grant and prior to normal completion, COMMERCE may terminate the

Grant under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Grant may be amended to reflect the new funding limitations and conditions.

**55. SEVERABILITY**

The provisions of this Grant are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Grant.

**56. SITE SECURITY**

While on COMMERCE premises, GRANTEE, its agents, employees, or subcontractors shall conform in all respects with physical, fire or other security policies or regulations.

**57. SUBGRANTING/SUBCONTRACTING**

Neither the GRANTEE nor any subgrantee/subcontractor shall enter into subgrants/subcontracts for any of the work contemplated under this Grant Agreement without obtaining prior written approval of COMMERCE. In no event shall the existence of the subgrant/subcontract operate to release or reduce the liability of the GRANTEE to COMMERCE for any breach in the performance of the GRANTEE's duties. This clause does not include Grants of employment between the GRANTEE and personnel assigned to work under this Grant.

Additionally, the GRANTEE is responsible for ensuring that all terms, conditions, assurances and certifications set forth in this agreement are carried forward to any subgrants/subcontracts. Every subgrant/subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a subgrantee's/subcontractor's performance of the subgrant/subcontract. GRANTEE and its subgrantees/subcontractors agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of COMMERCE or as provided by law.

**58. SURVIVAL**

The terms, conditions, and warranties contained in this Grant that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Grant shall so survive.

**59. TAXES**

All payments accrued on account of payroll taxes, unemployment contributions, the GRANTEE's income or gross receipts, any other taxes, insurance or expenses for the GRANTEE or its staff shall be the sole responsibility of the GRANTEE.

**60. TERMINATION FOR CAUSE**

In the event COMMERCE determines the GRANTEE has failed to comply with the conditions of this Grant in a timely manner, COMMERCE has the right to suspend or terminate this Grant. Before suspending or terminating the Grant, COMMERCE shall notify the GRANTEE in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the Grant may be terminated or suspended.

In the event of termination or suspension, the GRANTEE shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original Grant and the replacement or cover Grant and all administrative costs directly related to the replacement Grant, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the Grant, withhold further payments, or prohibit the GRANTEE from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the GRANTEE or a decision by COMMERCE to terminate the Grant. A termination shall be deemed a "Termination for Convenience"



if it is determined that the GRANTEE: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this Grant are not exclusive and are, in addition to any other rights and remedies, provided by law.

#### **61. TERMINATION FOR CONVENIENCE**

Except as otherwise provided in this Grant, COMMERCE may, by ten (10) business days written notice, beginning on the second day after the mailing, terminate this Grant, in whole or in part. If this Grant is so terminated, COMMERCE shall be liable only for payment required under the terms of this Grant for services rendered or goods delivered prior to the effective date of termination.

#### **62. TERMINATION PROCEDURES**

Upon termination of this Grant, COMMERCE, in addition to any other rights provided in this Grant, may require the GRANTEE to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this Grant as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the GRANTEE the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the GRANTEE and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the AUTHORIZED REPRESENTATIVE shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this Grant. COMMERCE may withhold from any amounts due the GRANTEE such sum as the AUTHORIZED REPRESENTATIVE determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Grant Agreement.

After receipt of a notice of termination, and except as otherwise directed by the AUTHORIZED REPRESENTATIVE, the GRANTEE shall:

1. Stop work under the Grant on the date, and to the extent specified, in the notice;
2. Place no further orders or subgrants/subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the Grant that is not terminated;
3. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the AUTHORIZED REPRESENTATIVE, all of the rights, title, and interest of the GRANTEE under the orders and subgrants/subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subgrants/subcontracts;
4. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the AUTHORIZED REPRESENTATIVE to the extent AUTHORIZED REPRESENTATIVE may require, which approval or ratification shall be final for all the purposes of this clause;
5. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the AUTHORIZED REPRESENTATIVE any property which, if the Grant had been completed, would have been required to be furnished to COMMERCE;
6. Complete performance of such part of the work as shall not have been terminated by the AUTHORIZED REPRESENTATIVE; and
7. Take such action as may be necessary, or as the AUTHORIZED REPRESENTATIVE may direct, for the protection and preservation of the property related to this Grant, which is in the possession of the GRANTEE and in which COMMERCE has or may acquire an interest.

### **63. TREATMENT OF ASSETS**

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the GRANTEE, for the cost of which the GRANTEE is entitled to be reimbursed as a direct item of cost under this Grant, shall pass to and vest in COMMERCE upon delivery of such property by the GRANTEE. Title to other property, the cost of which is reimbursable to the GRANTEE under this Grant, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this Grant, or (ii) commencement of use of such property in the performance of this Grant, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the GRANTEE shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this Grant.
- B. The GRANTEE shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the GRANTEE or which results from the failure on the part of the GRANTEE to maintain and administer that property in accordance with sound management practices.
- C. If any COMMERCE property is lost, destroyed or damaged, the GRANTEE shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The GRANTEE shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this Grant

All reference to the GRANTEE under this clause shall also include GRANTEE'S employees, agents or subgrantees/subcontractors.

### **64. WAIVER**

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Grant unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

## ATTACHMENT A - SCOPE OF WORK

Funds awarded under this grant will be used for capital expenditures to secure the Shelton Police Department parking lot on South 5th St. Funds will be used for installation of approximately 350 feet of fence to enclose the parking area and employee recessed entry door; installation of enhanced lighting and security cameras; restoration of sidewalk and roadway; and removal of the vacant house immediately across S. 5th Street from the Civic Center.

The project will provide enhanced security and safety for Shelton Police Department and Municipal Court officers and employees.

The project is located on the east side of the Shelton Civic Center, South 5th Street, Shelton, WA 98584.

Project activities will include and not be limited to:

- Building Permits/Fees
- Construction Labor and Materials
- Demolition/Site Preparation
- Information Technology Infrastructure (cables and wiring)

This project began May 2022 and is expected to be complete by August 2023.

Costs related to the work will only be reimbursed to the extent the work is determined by Commerce to be within the scope of the legislative appropriation.

### CERTIFICATION PERFORMANCE MEASURE

The GRANTEE, by its signature, certifies that the declaration set forth above has been reviewed and approved by the GRANTEE's governing body as of the date and year written below.

\_\_\_\_\_  
GRANTEE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

**ATTACHMENT B - CERTIFICATION OF THE AVAILABILITY OF FUNDS TO COMPLETE THE PROJECT**

<b>Type of Funding</b>	<b>Source Description</b>	<b>Amount</b>
Grant	Washington State Department of Commerce	\$199,820.00
<b>Other Grants</b>		
Grant #1		\$
<b>Total Other Grants</b>		<b>\$0.00</b>
<b>Other Loans</b>		
Loan #1		\$
<b>Total Loans</b>		<b>\$0.00</b>
<b>Other Local Revenue</b>		
Source #1		\$
<b>Total Local Revenue</b>		<b>\$0.00</b>
<b>Other Funds</b>		
Source #1		\$
<b>Total Other Funds</b>		<b>\$0.00</b>
<b>Total Project Funding</b>		<b>\$199,820.00</b>

**CERTIFICATION PERFORMANCE MEASURE**

The GRANTEE, by its signature, certifies that project funding from sources other than those provided by this Grant Agreement and identified above has been reviewed and approved by the GRANTEE's governing body or board of directors, as applicable, and has either been expended for eligible Project expenses, or is committed in writing and available and will remain committed and available solely and specifically for carrying out the purposes of this Project as described in elsewhere in this Grant Agreement, as of the date and year written below. The GRANTEE shall maintain records sufficient to evidence that it has expended or has access to the funds needed to complete the Project, and shall make such records available for COMMERCE's review upon reasonable request.

\_\_\_\_\_  
GRANTEE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

## **ATTACHMENT C- CERTIFICATION OF THE PAYMENT AND REPORTING OF PREVAILING WAGES**

### CERTIFICATION PERFORMANCE MEASURE

The GRANTEE, by its signature, certifies that all contractors and subcontractors performing work on the Project shall comply with prevailing wage laws set forth in Chapter 39.12 RCW, as applicable on the date the appropriation becomes effective, including but not limited to the filing of the "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid" as required by RCW 39.12.040. The GRANTEE shall maintain records sufficient to evidence compliance with Chapter 39.12 RCW, and shall make such records available for COMMERCE's review upon request.

If any state funds are used by the GRANTEE for the purpose of construction, applicable State Prevailing Wages must be paid.

The GRANTEE, by its signature, certifies that the declaration set forth above has been reviewed and approved by the GRANTEE's governing body as of the date and year written below.

\_\_\_\_\_  
GRANTEE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE



**ATTACHMENT D - CERTIFICATION OF INTENT TO ENTER THE LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN (LEED) CERTIFICATION PROCESS**

CERTIFICATION PERFORMANCE MEASURE

The GRANTEE, by its signature, certifies that it will enter into the Leadership in Energy and Environmental Design certification process, as stipulated in RCW 39.35D, as applicable to the Project funded by this Grant Agreement. The GRANTEE shall, upon receipt of LEED certification by the United States Green Building Council, provide documentation of such certification to COMMERCE.

The GRANTEE, by its signature, certifies that the declaration set forth above has been reviewed and approved by the GRANTEE's governing body or board of directors, as applicable, as of the date and year written below.

**IF EXEMPT: DO NOT SIGN**

\_\_\_\_\_  
GRANTEE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

