



Shelton City Council Meeting Agenda  
February 18, 2025 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 112407 through 112428 and EFT payment numbers 996 through 1009 in the total amount of \$68,808.08
2. Vouchers numbered 112448 through 112479 and EFT payment numbers 1010 through 1028 in the total amount of \$269,494.96
3. Payroll warrants numbered 4026 through 4030 and 14261 through 14362. Warrants 112430 through 112447 in the amount of \$542,257.73
4. Resolution No. 1359-1124 Accepting Dumontet Lease Agreement

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

The Council invites members of the public to provide comments on any City-related topic. 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 an Action item, please write the agenda item number on the list. To comment virtually using Zoom, please use the "Raise Hand" feature to alert the City Clerk. If you have joined Zoom on your telephone, dial \*9 to use the "Raise Hand" feature. City Councilmembers and City Staff will not enter into a dialogue during public comment. If the Council feels an issue requires follow up, Staff will be directed to respond at an appropriate time.

**E. Presentations**

1. MCHS Museum Q4 LTAC Report – Presented by Executive Director Liz Arbaugh
2. Shelton-Mason County Chamber Q4 LTAC Report – Presented by President/CEO Deidre Peterson
3. December Financial Status Report - Presented by Finance Director Mike Githens

**F. Business Agenda (Study/No Action)**

No business items.

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

1. Civic Center Rotating Art Gallery – Presented by Parks & Recreation Supervisor Jordanne Krumpols

**H. Administration Reports**

1. City Manager Report

**I. New Items for Discussion**

**J. Announcement of Next Meeting – March 4, 2025 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 4:00pm the day of the meeting)

Telephone: (360) 432-5103 (before 4:00pm the day of the meeting)

Your comments will be relayed directly to the Council.



# 2025 Looking Ahead

(Items and dates are subject to change)

Tues. 2/25 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> <li>• 2025 Work Plans</li> <li>• Presentation: Mason County Housing and Solutions</li> </ul>	Packet Items Due: 2/21 @ noon
Tues. 3/4 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> <li>• Vouchers/Payroll Warrants/Meeting Minutes</li> </ul> Presentations <ul style="list-style-type: none"> <li>•</li> </ul> Business Agenda <ul style="list-style-type: none"> <li>• Resolution No. 1366-1224 WSDOT City Street Striping Contract</li> <li>• Resolution No. 1362-1124 Agreement for Systemic Ped. Safety &amp; Olympic Hwy North Improvements Design Services</li> <li>• Resolution No. 1350-0924 Mid-Block Crossing (OBJH) Design Enhancement Approval</li> <li>• Res. No. 1368-0225 Notice of Intent to Annex Vacant Land into City Limits</li> </ul> Public Hearing <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: 2/21 @ 5:00 p.m.
Tues. 3/11 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> <li>•</li> </ul>	Packet Items Due: 3/7 @ noon
Tues. 3/18 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: 3/7 @ 5:00 p.m.
Tues. 3/18 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> <li>• Vouchers/Payroll Warrants/Meeting Minutes</li> </ul> Presentations <ul style="list-style-type: none"> <li>• January Financial Status Report</li> </ul> Business Agenda <ul style="list-style-type: none"> <li>•</li> </ul> Public Hearing <ul style="list-style-type: none"> <li>•</li> </ul> Action Agenda <ul style="list-style-type: none"> <li>• Resolution No. 1366-1224 WSDOT City Street Striping Contract</li> </ul>	Packet Items Due: 3/7 @ 5:00 p.m.

		<ul style="list-style-type: none"> <li>Resolution No. 1362-1124 Agreement for Systemic Ped. Safety &amp; Olympic Hwy North Improvements Design Services</li> <li>Resolution No. 1350-0924 Mid-Block Crossing (OBJH) Design Enhancement Approval</li> <li>Res. No. 1368-0225 Notice of Intent to Annex Vacant Land into City Limits</li> <li>Ordinance No. 2025-0924 Revisions to Permitted Uses Matrix</li> </ul> Administration Report <ul style="list-style-type: none"> <li></li> </ul>	
Tues. 3/25 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> <li>SPD Annual Report</li> </ul>	Packet Items Due: 3/21 @ 5:00 p.m.
Tues. 4/1 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> <li>Vouchers/Payroll Warrants/Meeting Minutes</li> </ul> Presentations <ul style="list-style-type: none"> <li></li> </ul> Business Agenda <ul style="list-style-type: none"> <li></li> </ul> Public Hearing <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: 3/21 @ 5:00 p.m.
Tues. 4/8 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> <li></li> </ul>	Packet Items Due: 4/4 @ noon
Tues. 4/15 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> <li>Vouchers/Payroll Warrants/Meeting Minutes</li> </ul> Presentations <ul style="list-style-type: none"> <li>February Financial Status Report</li> </ul> Business Agenda <ul style="list-style-type: none"> <li></li> </ul> Public Hearing <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: 4/4 @ 5:00 p.m.
Tues. 4/22 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> <li></li> </ul>	Packet Items Due: 4/18 @ noon

Other – TBD

- International Property Maintenance Code



## 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 112407 through number 112428 and EFT payment numbers 996 through 1009 in the total amount of \$68,808.08 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 31st of January, 2025.

  
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 \_\_\_\_\_, 2025.

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

\_\_\_\_\_  
Deputy Mayor Sharon Schirman

\_\_\_\_\_  
Councilmember George Blush

\_\_\_\_\_  
Councilmember Tom Gilmore

\_\_\_\_\_  
Councilmember Miguel Gutierrez

\_\_\_\_\_  
Councilmember Lyndsey Sapp

\_\_\_\_\_  
Councilmember Melissa Stearns



Shelton, WA

# Check Register

Packet: APPKT03428 - JANUARY 31, 2025 AP PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN02063	CARL TANNE	01/31/2025	EFT	0.00	300.00	996
VEN02653	CHAMBER INSURANCE-POLICY MAN	01/31/2025	EFT	0.00	37.00	997
009351	DELAGE LANDEN FINANCIAL SVCS	01/31/2025	EFT	0.00	595.71	998
VEN02319	DENALI WATER SOLUTIONS LLC	01/31/2025	EFT	0.00	7,600.16	999
023078	FASTENAL COMPANY	01/31/2025	EFT	0.00	309.55	1000
VEN01406	FERGUSON WATERWORKS	01/31/2025	EFT	0.00	3,102.88	1001
VEN02255	HARBOR SAW & SUPPLY INC	01/31/2025	EFT	0.00	359.98	1002
082975	L. G. ISAACSON CO. INC.	01/31/2025	EFT	0.00	1,142.58	1003
142952	NORTH CENTRAL LABORATORIES	01/31/2025	EFT	0.00	1,115.47	1004
189670	THE SHOPPER	01/31/2025	EFT	0.00	43.02	1005
202392	VERIZON WIRELESS	01/31/2025	EFT	0.00	3,934.53	1006
	**Void**	01/31/2025	EFT	0.00	0.00	1007
VEN02437	WALTER E NELSON CO OF WESTERN	01/31/2025	EFT	0.00	1,430.68	1008
203900	WESMAR COMPANY, INC	01/31/2025	EFT	0.00	814.01	1009
VEN02340	BLT SHELTON PONY, LLC	01/31/2025	Regular	0.00	535.50	112407
009595	DEPT. OF LICENSING	01/31/2025	Regular	0.00	18.00	112408
045150	HACH COMPANY	01/31/2025	Regular	0.00	408.57	112409
VEN02509	HOUSE BROTHERS CONST INC	01/31/2025	Regular	0.00	95.00	112410
070966	JOHN HANCOCK LIFE INS CO	01/31/2025	Regular	0.00	1,286.98	112411
108050	MASON COUNTY AUDITOR	01/31/2025	Regular	0.00	20.00	112412
109750	MASON COUNTY DISTRICT COURT	01/31/2025	Regular	0.00	50.00	112413
VEN01179	MATCO TOOLS	01/31/2025	Regular	0.00	736.98	112414
VEN02077	NATURAL SELECTION FARMS, INC.	01/31/2025	Regular	0.00	4,591.20	112415
VEN02312	ODP BUSINESS SOLUTIONS LLC	01/31/2025	Regular	0.00	305.44	112416
VEN02070	PAPE MACHINERY	01/31/2025	Regular	0.00	33.49	112417
159300	POLYDYNE, INC.	01/31/2025	Regular	0.00	12,497.97	112418
161080	PROFORCE	01/31/2025	Regular	0.00	5,405.55	112419
186242	SHELTON HIGH SCHOOL ASB	01/31/2025	Regular	0.00	900.00	112420
187000	SHELTON-MASON COUNTY JOURNA	01/31/2025	Regular	0.00	99.00	112421
VEN02534	SUMMIT TOWING INC	01/31/2025	Regular	0.00	250.00	112422
VEN02199	TERMINIX PROCESSING CENTER	01/31/2025	Regular	0.00	995.80	112423
201300	TOZIER BROS INC.	01/31/2025	Regular	0.00	47.47	112424
201957	ULINE	01/31/2025	Regular	0.00	18.79	112425
VEN02408	VEOLIA WATER TECHNOLOGIES TRE	01/31/2025	Regular	0.00	19,274.63	112426
VEN02544	VESTIS GROUP INC	01/31/2025	Regular	0.00	121.01	112427
053987	WESTBAY NAPA AUTO PARTS	01/31/2025	Regular	0.00	331.13	112428

## Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	36	22	0.00	48,022.51
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	24	14	0.00	20,785.57
	<b>60</b>	<b>36</b>	<b>0.00</b>	<b>68,808.08</b>

**Fund Summary**

<b>Fund</b>	<b>Name</b>	<b>Period</b>	<b>Amount</b>
999	Pooled Cash	1/2025	68,808.08
			<u>68,808.08</u>



Shelton, WA

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By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
VEN02063	CARL TANNE	01/31/2025	EFT	0.00	300.00	996
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">1104-2024-SHELT</a>	Invoice	11/04/2024	INTERPRETATION11042024	0.00	150.00	
<a href="#">001-112-000-51251-4106</a>		MUNI CT - Interpreter Ex		INTERPRETATION1104202	150.00	
<a href="#">1223-2024-SHELT</a>	Invoice	12/23/2024	INTERPRETATION12232024	0.00	150.00	
<a href="#">001-112-000-51251-4106</a>		MUNI CT - Interpreter Ex		INTERPRETATION1223202	150.00	
VEN02653	CHAMBER INSURANCE-POLICY MAN	01/31/2025	EFT	0.00	37.00	997
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">100504.10</a>	Invoice	01/16/2025	POLICY# PLC002921943 CITY OF SHELTON	0.00	37.00	
<a href="#">001-115-000-51895-4600</a>		PW ADM - Insurance		POLICY# PLC002921943 CI	37.00	
009351	DELAGE LANDEN FINANCIAL SVCS	01/31/2025	EFT	0.00	595.71	998
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">83464750</a>	Invoice	01/25/2025	CONTRACT# 500-50265514	0.00	162.27	
<a href="#">402-300-000-53580-4500</a>		SEW CL MN - Operating R		CONTRACT# 500-5026551	13.27	
<a href="#">402-700-000-59135-7001</a>		SEW DEBT - Long Term Le		CONTRACT# 500-5026551	149.00	
<a href="#">83464764</a>	Invoice	01/25/2025	CONTRACT# 500-50499914	0.00	162.27	
<a href="#">401-000-000-53480-4500</a>		WAT - Operating Rentals		CONTRACT# 500-5049991	13.27	
<a href="#">401-250-000-59134-7001</a>		WAT DEBT - Long Term Le		CONTRACT# 500-5049991	149.00	
<a href="#">83469070</a>	Invoice	01/25/2025	CONTRACT# 500-50492834	0.00	271.17	
<a href="#">001-111-000-51421-4500</a>		FIN UB - Operating Rental		CONTRACT# 500-5049283	6.65	
<a href="#">001-111-000-51423-4500</a>		FIN AC - Operating Rental		CONTRACT# 500-5049283	6.65	
<a href="#">001-111-000-59114-7001</a>		FIN - Long Term Lease		CONTRACT# 500-5049283	149.40	
<a href="#">001-130-000-51810-4500</a>		HR - Operating Rentals		CONTRACT# 500-5049283	8.87	
<a href="#">001-130-000-59117-7001</a>		HR - Long Term Lease		CONTRACT# 500-5049283	99.60	
VEN02319	DENALI WATER SOLUTIONS LLC	01/31/2025	EFT	0.00	7,600.16	999
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV1001498</a>	Invoice	01/23/2025	CUST# 599121378 TRANSPORTATION	0.00	7,600.16	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		CUST# 599121378 TRANSP	7,600.16	
023078	FASTENAL COMPANY	01/31/2025	EFT	0.00	309.55	1000
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">WATUM230757</a>	Invoice	01/16/2025	CUST# WATUM1962 MISC VEND SUPPLIES	0.00	309.55	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# WATUM1962 MISC	309.55	
VEN01406	FERGUSON WATERWORKS	01/31/2025	EFT	0.00	3,102.88	1001
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">0065101</a>	Invoice	01/14/2025	CUST# 2543 METER SETTER/2795	0.00	2,441.70	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST# 2543 METER SETTE	2,441.70	
<a href="#">0066577</a>	Invoice	01/23/2025	CUST# 2543 12X9 EXPANSION JOINT COU	0.00	661.18	
<a href="#">402-640-000-53580-3100</a>		SEW SV SAT - Office and		CUST# 2543 12X9 EXPANS	661.18	
VEN02255	HARBOR SAW & SUPPLY INC	01/31/2025	EFT	0.00	359.98	1002

## Check Register

Packet: APPKT03428-JANUARY 31, 2025 AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">830670</a>	Invoice	01/27/2025	CUST# 21758 FULL WRAP	CHAP-9 LAYER	0.00	359.98
<a href="#">101-000-000-54230-3100</a>		ST RD WAY - Office and O	CUST# 21758 FULL WRAP			359.98
082975	L. G. ISAACSON CO. INC.	01/31/2025	EFT	0.00	1,142.58	1003
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">T349878</a>	Invoice	01/16/2025	CUST# SHECITO DRILL,TORQUE,SAWZALL T		0.00	1,041.52
<a href="#">404-000-000-53180-3100</a>		STRM - Office and Operati	CUST# SHECITO DRILL,TOR			1,041.52
<a href="#">T350057</a>	Invoice	01/22/2025	CUST# SHECITO HEX/ADJUSTABLE WRENC		0.00	101.06
<a href="#">001-142-000-51830-3100</a>		FACIL - Office and Operati	CUST# SHECITO HEX/ADJU			101.06
142952	NORTH CENTRAL LABORATORIES	01/31/2025	EFT	0.00	1,115.47	1004
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">514019</a>	Invoice	01/08/2025	ACCT# 42215 BUFFERED DILUTION		0.00	262.20
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and	ACCT# 42215 BUFFERED DI			262.20
<a href="#">514063</a>	Invoice	01/09/2025	ACCT# 42215 BUFFERED DILUTION		0.00	262.20
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and	ACCT# 42215 BUFFERED DI			262.20
<a href="#">514303</a>	Invoice	01/14/2025	ACCT# 42215 MISC SUPPLIES		0.00	591.07
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and	ACCT# 42215 MISC SUPPLI			591.07
189670	THE SHOPPER	01/31/2025	EFT	0.00	43.02	1005
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">64222</a>	Invoice	01/28/2025	PARK SIGN-NORTHCLIFF NEIGHBORHOOD		0.00	43.02
<a href="#">001-141-000-57680-3100</a>		PARKS - Office and Opera	PARK SIGN-NORTHCLIFF N			43.02
202392	VERIZON WIRELESS	01/31/2025	EFT	0.00	3,934.53	1006
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">6104115129</a>	Invoice	01/20/2025	ACCT# 972465947-00001		0.00	2,862.47
<a href="#">001-115-000-51895-4200</a>		PW ADM - Communicatio	ACCT# 972465947-00001			358.18
<a href="#">001-118-000-52122-4200</a>		PD PAT - Communication	ACCT# 972465947-00001			1,599.05
<a href="#">001-130-000-51810-4200</a>		HR - Communication	ACCT# 972465947-00001			42.27
<a href="#">001-132-000-51888-4200</a>		IT - Communication	ACCT# 972465947-00001			42.27
<a href="#">001-140-000-52460-4200</a>		CD CODE - Communicatio	ACCT# 972465947-00001			62.29
<a href="#">001-140-000-55850-4200</a>		CD BLDG - Communicatio	ACCT# 972465947-00001			104.56
<a href="#">001-140-000-55860-4200</a>		CD PLAN - Communicatio	ACCT# 972465947-00001			20.02
<a href="#">001-141-000-57680-4200</a>		PARKS - Communication	ACCT# 972465947-00001			42.27
<a href="#">101-000-000-54264-4200</a>		ST TR CTL - Communicati	ACCT# 972465947-00001			42.27
<a href="#">401-000-000-53480-4200</a>		WAT - Communication	ACCT# 972465947-00001			211.35
<a href="#">402-400-000-53580-4200</a>		SEW SV MN - Communica	ACCT# 972465947-00001			195.60
<a href="#">404-000-000-53180-4200</a>		STRM - Communication	ACCT# 972465947-00001			100.07
<a href="#">503-000-000-54865-4200</a>		EMR - Communication	ACCT# 972465947-00001			42.27
<a href="#">6104304415</a>	Invoice	01/23/2025	ACCT# 342078219-00001		0.00	505.49
<a href="#">001-115-000-51895-4200</a>		PW ADM - Communicatio	ACCT# 342078219-00001			112.84
<a href="#">001-140-000-55430-4200</a>		CD AN CTRL - Communica	ACCT# 342078219-00001			42.82
<a href="#">001-140-000-55850-4200</a>		CD BLDG - Communicatio	ACCT# 342078219-00001			42.82
<a href="#">001-141-000-57680-4200</a>		PARKS - Communication	ACCT# 342078219-00001			133.65
<a href="#">001-142-000-51830-4200</a>		FACIL - Communication	ACCT# 342078219-00001			68.33
<a href="#">401-000-000-53480-4200</a>		WAT - Communication	ACCT# 342078219-00001			70.02
<a href="#">402-400-000-53580-4200</a>		SEW SV MN - Communica	ACCT# 342078219-00001			35.01
<a href="#">6104396806</a>	Invoice	01/23/2025	ACCT# 942084392-00001		0.00	566.57
<a href="#">001-110-000-51160-4200</a>		COUNCIL - Communicatio	ACCT# 942084392-00001			332.40
<a href="#">001-111-000-51423-4200</a>		FIN AC - Communication	ACCT# 942084392-00001			42.82
<a href="#">001-112-000-51251-4200</a>		MUNI CT - Communicatio	24-ITC			42.82
<a href="#">001-112-000-51251-4200</a>		MUNI CT - Communicatio				42.82



## Check Register

Packet: APPKT03428-JANUARY 31, 2025 AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">001-112-000-51251-4200</a>		MUNI CT - Communicatio	ACCT# 942084392-00001		42.82	
<a href="#">001-120-000-51310-4200</a>		C MGR - Communication	ACCT# 942084392-00001		42.82	
<a href="#">001-140-000-55850-4200</a>		CD BLDG - Communicatio	ACCT# 942084392-00001		42.82	
<a href="#">001-142-000-51830-4200</a>		FACIL - Communication	ACCT# 942084392-00001		-22.75	
	**Void**	01/31/2025	EFT	0.00	0.00	1007
VEN02437	WALTER E NELSON CO OF WESTERN	01/31/2025	EFT	0.00	1,430.68	1008
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">1035768</a>	Invoice	01/17/2025	CUST# 12400 MISC SUPPLIES	0.00	1,068.86	
<a href="#">001-142-000-51830-3100</a>		FACIL - Office and Operati		CUST# 12400 MISC SUPPLI	395.35	
<a href="#">001-142-000-51890-3115</a>		FACIL CIVIC - Office and O		CUST# 12400 MISC SUPPLI	461.71	
<a href="#">001-142-000-57250-3100</a>		FACIL LIB - Office and Ope		CUST# 12400 MISC SUPPLI	141.20	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# 12400 MISC SUPPLI	70.60	
<a href="#">1036996</a>	Invoice	01/24/2025	CUST# 12400 MISC SUPPLIES	0.00	425.46	
<a href="#">001-142-000-51830-3100</a>		FACIL - Office and Operati		CUST# 12400 MISC SUPPLI	47.49	
<a href="#">001-142-000-51890-3110</a>		FACIL CIVIC - Office & Op		CUST# 12400 MISC SUPPLI	154.76	
<a href="#">001-142-000-57250-3100</a>		FACIL LIB - Office and Ope		CUST# 12400 MISC SUPPLI	154.76	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST# 12400 MISC SUPPLI	68.45	
<a href="#">15193</a>	Credit Memo	12/27/2024	ORIG INV# 1022594 TILE & GROUT CLEAN	0.00	-63.64	
<a href="#">001-141-000-57680-3100</a>		PARKS - Office and Opera		ORIG INV# 1022594	-63.64	
203900	WESMAR COMPANY, INC	01/31/2025	EFT	0.00	814.01	1009
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">330047</a>	Invoice	01/27/2025	CUST# 31175 SODIUM HYPOCHLORITE	0.00	814.01	
<a href="#">401-000-000-53480-3104</a>		WAT - Office and Operati		CUST# 31175 SODIUM HYP	814.01	
VEN02340	BLT SHELTON PONY, LLC	01/31/2025	Regular	0.00	535.50	112407
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">527760</a>	Invoice	01/21/2025	SEAT CUSHION & COVER ASY/UNIT 81	0.00	535.50	
<a href="#">001-118-000-52122-3110</a>		PD PAT - Office & Operati		SEAT CUSHION & COVER A	535.50	
009595	DEPT. OF LICENSING	01/31/2025	Regular	0.00	18.00	112408
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">SHP250001</a>	Invoice	01/27/2025	SHP250001	0.00	18.00	
<a href="#">657-000-000-58600-0007</a>		Concealed Pistol Permits		SHP250001	18.00	
045150	HACH COMPANY	01/31/2025	Regular	0.00	408.57	112409
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">14329657</a>	Invoice	01/15/2025	ACCT# 341640 SUPPLIES	0.00	408.57	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		ACCT# 341640 SUPPLIES	408.57	
VEN02509	HOUSE BROTHERS CONST INC	01/31/2025	Regular	0.00	95.00	112410
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">245473</a>	Invoice	01/20/2025	CUST# 2309 425 W COTA PORTA SERVICE	0.00	95.00	
<a href="#">001-142-000-51890-4515</a>		FACIL CIVIC - Operating R		CUST# 2309 425 W COTA P	95.00	
070966	JOHN HANCOCK LIFE INS CO	01/31/2025	Regular	0.00	1,286.98	112411
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">GROUP# 03080/</a>	Invoice	01/15/2025	GROUP# 03080/DOBIE,HAEFLIGER, LONG	0.00	1,286.98	
<a href="#">502-000-000-51725-2032</a>		PR BEN - Ins-LongTrmCar		GROUP# 03080/DOBIE,HA	363.01	
<a href="#">611-000-000-51725-2032</a>		FF PEN - Ins-LongTrmCare		GROUP# 03080/DOBIE,HA	923.97	
108050	MASON COUNTY AUDITOR	01/31/2025	Regular	0.00	20.00	112412

## Check Register

Packet: APPKT03428-JANUARY 31, 2025 AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">205019</a>	Invoice	12/31/2024	MONTHLY RECORDING FEES/DEC24	0.00	20.00	
<a href="#">001-140-000-55930-4102</a>		CD HSG DEV - Prof Serv/A		MONTHLY RECORDING FEE	20.00	
109750	MASON COUNTY DISTRICT COURT	01/31/2025	Regular	0.00	50.00	112413
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">UA ORDERED</a>	Invoice	01/22/2025	UA ORDERED	0.00	50.00	
<a href="#">001-112-000-51251-4109</a>		MUNI CT - Other Professi	24-ITC	UA ORDERED	50.00	
VEN01179	MATCO TOOLS	01/31/2025	Regular	0.00	736.98	112414
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">208056</a>	Invoice	01/23/2025	WRNCH SET,DRILLBIT SET,WIRE STRP,3/8	0.00	736.98	
<a href="#">503-000-000-54865-3100</a>		EMR - Office and Operati		WRNCH SET,DRILLBIT SET,	736.98	
VEN02077	NATURAL SELECTION FARMS, INC.	01/31/2025	Regular	0.00	4,591.20	112415
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">7853</a>	Invoice	01/14/2025	BIOSOLIDS/DECEMBER 2024	0.00	4,591.20	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		BIOSOLIDS/DECEMBER 20	4,591.20	
VEN02312	ODP BUSINESS SOLUTIONS LLC	01/31/2025	Regular	0.00	305.44	112416
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">403725149001</a>	Invoice	01/08/2025	ACCT# 28972108 2025 PLANNERS	0.00	135.05	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		ACCT# 28972108 2025 PLA	135.05	
<a href="#">405543741001</a>	Invoice	01/07/2025	ACCT# 28972108 OFFICE SUPPLIES	0.00	170.39	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		ACCT# 28972108 OFFICE S	170.39	
VEN02070	PAPE MACHINERY	01/31/2025	Regular	0.00	33.49	112417
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">15853469</a>	Invoice	01/22/2025	CUST #6101822 FUEL FILTER	0.00	33.49	
<a href="#">001-141-000-57680-3100</a>		PARKS - Office and Opera		CUST #6101822 FUEL FILTE	33.49	
159300	POLYDYNE, INC.	01/31/2025	Regular	0.00	12,497.97	112418
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">1893455</a>	Invoice	01/08/2025	CUST# 100860 CLARIFLOC WE-2632	0.00	12,497.97	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# 100860 CLARIFLOC	12,497.97	
161080	PROFORCE	01/31/2025	Regular	0.00	5,405.55	112419
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">556241</a>	Invoice	01/21/2025	CUST# 009361 PO# 20240612-001	0.00	1,572.96	
<a href="#">001-118-000-52122-3100</a>		PD PAT - Office and Opera		CUST# 009361 PO# 20240	1,572.96	
<a href="#">566236</a>	Invoice	01/21/2025	CUST# 009361 PO# 20241220-001	0.00	3,832.59	
<a href="#">001-118-000-52122-3100</a>		PD PAT - Office and Opera		CUST# 009361 PO# 20241	3,832.59	
186242	SHELTON HIGH SCHOOL ASB	01/31/2025	Regular	0.00	900.00	112420
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">BASKETBALLPRO</a>	Invoice	01/27/2025	BASKETBALLPROGRAM2024-2025	0.00	900.00	
<a href="#">001-141-000-57120-4100</a>		REC - Professional Service		BASKETBALLPROGRAM202	900.00	
187000	SHELTON-MASON COUNTY JOURNA	01/31/2025	Regular	0.00	99.00	112421



## Check Register

Packet: APPKT03428-JANUARY 31, 2025 AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">SUBSCRIPTIONRE</a> Invoice		01/23/2025	SUBSCRIPTIONRENEWAL18277/JAN25	0.00	99.00	
<a href="#">001-120-000-51310-4900</a>		C MGR - Miscellaneous		SUBSCRIPTIONRENEWAL1	99.00	
VEN02534	SUMMIT TOWING INC	01/31/2025	Regular	0.00	250.00	112422
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">1056</a> Invoice		01/27/2025	TOW PONTIAC FIREBIRD 25-500807	0.00	250.00	
<a href="#">001-118-000-52122-4100</a>		PD PAT - Professional Serv		TOW PONTIAC FIREBIRD 2	250.00	
VEN02199	TERMINIX PROCESSING CENTER	01/31/2025	Regular	0.00	995.80	112423
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">455733697</a> Invoice		01/16/2025	CUST#13632896 10891 N HWY 101	0.00	153.36	
<a href="#">402-640-000-53580-4100</a>		SEW SV SAT - Professional		CUST#13632896 10891 N	153.36	
<a href="#">455733804</a> Invoice		01/16/2025	CUST# 13632853 1701 FAIRMOUNT AVE	0.00	244.95	
<a href="#">001-142-000-57250-4100</a>		FACIL LIB - Professional Se		CUST# 13632853 1701 FAI	244.95	
<a href="#">455733873</a> Invoice		01/16/2025	CUST#13959345 710 W ALDER ST	0.00	150.17	
<a href="#">001-142-000-57250-4100</a>		FACIL LIB - Professional Se		CUST#13959345 710 W AL	150.17	
<a href="#">455734675</a> Invoice		01/16/2025	CUST# 13959313 427 W RAILROAD AVE	0.00	150.17	
<a href="#">001-142-000-57530-4100</a>		FACIL MUSM - Profession		CUST# 13959313 427 W R	150.17	
<a href="#">455736020</a> Invoice		01/16/2025	CUST# 13959326 122 W FRANKLIN ST	0.00	150.17	
<a href="#">001-119-000-52250-4100</a>		FIRE FACIL - Professional		CUST# 13959326 122 W F	150.17	
<a href="#">455737331</a> Invoice		01/16/2025	CUST# 13634000 311 S FRONT ST	0.00	73.49	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		CUST# 13634000 311 S FR	73.49	
<a href="#">455737382</a> Invoice		01/16/2025	CUST#13634073 100 TURNER AVE	0.00	73.49	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		CUST#13634073 100 TUR	73.49	
201300	TOZIER BROS INC.	01/31/2025	Regular	0.00	47.47	112424
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">473869</a> Invoice		01/22/2025	CUST# 20090 PUTTY KNIFE, GLUE, PUTTY	0.00	10.15	
<a href="#">001-142-000-51890-3110</a>		FACIL CIVIC - Office & Op		CUST# 20090 PUTTY KNIFE	10.15	
<a href="#">473882</a> Invoice		01/22/2025	CUST# 20090 HOLES AW CARBIDE	0.00	23.40	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST# 20090 HOLES AW C	23.40	
<a href="#">473887</a> Invoice		01/22/2025	CUST# 20090 BIT PILOT COBALT	0.00	13.92	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST# 20090 BIT PILOT CO	13.92	
201957	ULINE	01/31/2025	Regular	0.00	18.79	112425
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">188013992</a> Invoice		01/16/2025	CUST# 18745978 PLASTIC JUG PUMP	0.00	18.79	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# 18745978 PLASTIC J	18.79	
VEN02408	VEOLIA WATER TECHNOLOGIES TRE	01/31/2025	Regular	0.00	19,274.63	112426
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">903051001</a> Invoice		01/09/2025	CUST# 510148 UV DISINFECTION PARTS	0.00	19,274.63	
<a href="#">402-400-000-53580-4800</a>		SEW SV MN - Repairs and		CUST# 510148 UV DISINFE	19,274.63	
VEN02544	VESTIS GROUP INC	01/31/2025	Regular	0.00	121.01	112427
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">5120606955</a> Invoice		01/08/2025	CUST# 792105973 COVERALLS,MAT,MOP,	0.00	38.33	
<a href="#">402-400-000-53580-4900</a>		SEW SV MN - Miscellaneo		CUST# 792105973 COVER	38.33	
<a href="#">5120611089</a> Invoice		01/15/2025	CUST# 792105972 COVERALLS,MAT,TOWE	0.00	39.71	



## Check Register

Packet: APPKT03428-JANUARY 31, 2025 AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">401-000-000-53480-4901</a>		WAT - Miscellaneous - Sh	CUST# 792105972 COVER		39.71	
<a href="#">5120615618</a>	Invoice	01/22/2025	CUST# 792105972 COVERALLS,MAT,TOWE	0.00	42.97	
<a href="#">401-000-000-53480-4901</a>		WAT - Miscellaneous - Sh	CUST# 792105972 COVER		42.97	
053987	WESTBAY NAPA AUTO PARTS	01/31/2025	Regular	0.00	331.13	112428
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">115842</a>	Invoice	01/16/2025	ACCT# 4296 WIPERS		11.83	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		ACCT# 4296 WIPERS	11.83	
<a href="#">116783</a>	Invoice	01/23/2025	ACCT# 4296 BATTERY, CORE DEPOSITS/00	0.00	306.68	
<a href="#">503-000-000-54865-3104</a>		EMR - Oper Supp-Parts-E		ACCT# 4296 BATTERY, COR	306.68	
<a href="#">116844</a>	Invoice	01/23/2025	ACCT# 4296 SLIDE TERMINAL	0.00	12.62	
<a href="#">001-142-000-51890-4818</a>		FACIL CIVIC - Repairs and		ACCT# 4296 SLIDE TERMIN	12.62	

## Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	36	22	0.00	48,022.51
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	24	14	0.00	20,785.57
	<b>60</b>	<b>36</b>	<b>0.00</b>	<b>68,808.08</b>

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	1/2025	68,808.08
			<u>68,808.08</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 112448 through number 112479 and EFT payment numbers 1010 through 1028 in the total amount of \$269,494.96 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 7<sup>th</sup> of February, 2025.

  
Deputy 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 \_\_\_\_\_, 2025.

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

\_\_\_\_\_  
Deputy Mayor Sharon Schirman

\_\_\_\_\_  
Councilmember George Blush

\_\_\_\_\_  
Councilmember Tom Gilmore

\_\_\_\_\_  
Councilmember Miguel Gutierrez

\_\_\_\_\_  
Councilmember Lyndsey Sapp

\_\_\_\_\_  
Councilmember Melissa Stearns



Shelton, WA

# Check Register

Packet: APPKT03435 - FEBRUARY 7, 2025 AP PAYMENTS

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
005900	CAPITAL BUSINESS MACHINES	02/07/2025	EFT	0.00	244.56	1010
VEN02063	CARL TANNE	02/07/2025	EFT	0.00	600.00	1011
VEN02285	CONSEJO COUNSELING & REFERRAL	02/07/2025	EFT	0.00	7,186.53	1012
009351	DELAGE LANDEN FINANCIAL SVCS	02/07/2025	EFT	0.00	162.27	1013
023078	FASTENAL COMPANY	02/07/2025	EFT	0.00	2,151.90	1014
VEN01406	FERGUSON WATERWORKS	02/07/2025	EFT	0.00	5,696.83	1015
044700	GUARDIAN SECURITY SYSTEM	02/07/2025	EFT	0.00	2,188.23	1016
045000	H.D. FOWLER COMPANY	02/07/2025	EFT	0.00	1,484.72	1017
VEN02140	HAGGARD & GANSON LLP	02/07/2025	EFT	0.00	3,355.00	1018
VEN02494	HD SUPPLY, INC	02/07/2025	EFT	0.00	184.37	1019
085075	LAKESIDE INDUSTRIES	02/07/2025	EFT	0.00	2,192.82	1020
VEN02524	MATRIX IMAGING SOLUTIONS LLC	02/07/2025	EFT	0.00	2,960.14	1021
VEN02532	PROFAST SUPPLY INC	02/07/2025	EFT	0.00	713.71	1022
163450	PURCHASE POWER	02/07/2025	EFT	0.00	1,009.75	1023
172008	ROGNLIN'S, INC.	02/07/2025	EFT	0.00	93,980.10	1024
183400	SCJ ALLIANCE- SHEA, CARR & JEWEL	02/07/2025	EFT	0.00	5,079.36	1025
VEN02642	UNITED HOME BUILDERS LLC	02/07/2025	EFT	0.00	60,348.86	1026
VEN02643	UNITED HOME BUILDERS LLC.	02/07/2025	EFT	0.00	2,904.18	1027
VEN02437	WALTER E NELSON CO OF WESTERN	02/07/2025	EFT	0.00	274.26	1028
000050	AAA SEPTIC LLC	02/07/2025	Regular	0.00	100.00	112448
002515	APSCO, LLC	02/07/2025	Regular	0.00	3,136.03	112449
VEN02340	BLT SHELTON PONY, LLC	02/07/2025	Regular	0.00	463.69	112450
098000	BUILDERS FIRSTSOURCE	02/07/2025	Regular	0.00	93.25	112451
006400	CASCADE NATURAL GAS	02/07/2025	Regular	0.00	9,243.85	112452
008310	CODEPROS, LLC	02/07/2025	Regular	0.00	23,360.27	112453
VEN01244	COOPER STUDIOS	02/07/2025	Regular	0.00	461.47	112454
008800	CUT-RATE AUTO PARTS	02/07/2025	Regular	0.00	64.47	112455
009595	DEPT. OF LICENSING	02/07/2025	Regular	0.00	18.00	112456
VEN02460	FIRST CITIZENS BANK & TRUST CO	02/07/2025	Regular	0.00	695.89	112457
045150	HACH COMPANY	02/07/2025	Regular	0.00	175.80	112458
053992	HOOD CANAL COMMUNICATIONS	02/07/2025	Regular	0.00	5,185.30	112459
085995	LANGUAGE LINE SERVICES	02/07/2025	Regular	0.00	169.55	112460
112000	MASON COUNTY SHERIFF DEPT	02/07/2025	Regular	0.00	24.65	112461
113000	MASON COUNTY TREASURER	02/07/2025	Regular	0.00	3,432.65	112462
VEN01351	OSCAR MATIAS PABLO	02/07/2025	Regular	0.00	280.00	112463
VEN02070	PAPE MACHINERY	02/07/2025	Regular	0.00	213.53	112464
VEN02623	PETROCARD, INC	02/07/2025	Regular	0.00	6,268.30	112465
903584	RIGHT SYSTEMS	02/07/2025	Regular	0.00	8,256.86	112466
VEN02019	STEFANIE DANTINNE	02/07/2025	Regular	0.00	400.00	112467
196341	STEVEN R. BUZZARD	02/07/2025	Regular	0.00	200.00	112468
197259	SUNSET AIR, INC.	02/07/2025	Regular	0.00	2,970.93	112469
200985	THURSTON CO PUBLIC HEALTH	02/07/2025	Regular	0.00	640.00	112470
201300	TOZIER BROS INC.	02/07/2025	Regular	0.00	564.34	112471
VEN02499	TRANSUNION RISK AND ALTERNATI	02/07/2025	Regular	0.00	130.68	112472
201875	TYLER TECHNOLOGIES	02/07/2025	Regular	0.00	160.00	112473
202340	UTILITIES UNDERGROUND LOCATIO	02/07/2025	Regular	0.00	60.75	112474
VEN02544	VESTIS GROUP INC	02/07/2025	Regular	0.00	119.63	112475
203030	WASHINGTON STATE PATROL	02/07/2025	Regular	0.00	94.00	112476
203780	WATER MGMNT LABORATORIES INC	02/07/2025	Regular	0.00	8,939.08	112477
053987	WESTBAY NAPA AUTO PARTS	02/07/2025	Regular	0.00	838.78	112478

## Check Register

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN02139	ZEPPELIN SHIPPING & TECHNOLOGY	02/07/2025	Regular	0.00	15.62	112479

## Bank Code APBNK-Main Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	61	32	0.00	76,777.37
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	30	19	0.00	192,717.59
	<b>91</b>	<b>51</b>	<b>0.00</b>	<b>269,494.96</b>



Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	2/2025	269,494.96
			<u>269,494.96</u>



Shelton, WA

# Check Register

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By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-Main-APBNK-Main						
005900	CAPITAL BUSINESS MACHINES	02/07/2025	EFT	0.00	244.56	1010
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV248251</a>	Invoice	01/30/2025	ACCT# 4264491 MICR TONER/FINANCE C	0.00	244.56	
<a href="#">001-111-000-51423-3100</a>		FIN AC - Office and Opera		ACCT# 4264491 MICR TON	244.56	
VENO2063	CARL TANNE	02/07/2025	EFT	0.00	600.00	1011
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">Q127-2025-SHELT</a>	Invoice	01/27/2025	INTERPRETATION01272025	0.00	150.00	
<a href="#">001-112-000-51251-4106</a>		MUNI CT - Interpreter Ex		INTERPRETATION0127202	150.00	
<a href="#">JAN-2025-SHELT</a>	Invoice	01/31/2025	INTERPRETATION JAN1,8,15,22,29 2025	0.00	450.00	
<a href="#">001-112-000-51251-4106</a>		MUNI CT - Interpreter Ex	24-ITC	INTERPRETATION JAN1,8,1	450.00	
VENO2285	CONSEJO COUNSELING & REFERRAL	02/07/2025	EFT	0.00	7,186.53	1012
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">2024-12</a>	Invoice	01/10/2025	DECEMBER/2024 SERVICES	0.00	7,186.53	
<a href="#">001-112-000-51251-4109</a>		MUNI CT - Other Professi	24-ITC	DECEMBER/2024 SERVICE	7,186.53	
009351	DELAGE LANDEN FINANCIAL SVCS	02/07/2025	EFT	0.00	162.27	1013
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">83485009</a>	Invoice	01/25/2025	CONTRACT# 500-50493254	0.00	162.27	
<a href="#">401-000-000-53480-4500</a>		WAT - Operating Rentals		CONTRACT# 500-5049325	13.27	
<a href="#">401-250-000-59134-7001</a>		WAT DEBT - Long Term Le		CONTRACT# 500-5049325	149.00	
023078	FASTENAL COMPANY	02/07/2025	EFT	0.00	2,151.90	1014
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">WATUM230931</a>	Invoice	01/22/2025	CUST# WATUM1962 VEND MISC SUPPLIES	0.00	230.07	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# WATUM1962 VEND	230.07	
<a href="#">WATUM230938</a>	Invoice	01/23/2025	CUST# WATUM1962 VEND SOAP, GLOVES	0.00	97.07	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# WATUM1962 VEND	97.07	
<a href="#">WATUM230940</a>	Invoice	01/30/2025	CUST# WATUM1961 VEND MISC SUPPLIES	0.00	597.75	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST# WATUM1961 VEND	597.75	
<a href="#">WATUM231095</a>	Invoice	01/29/2025	CUST# WATUM1961 VEND MISC SUPPLIES	0.00	323.31	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST# WATUM1961 VEND	323.31	
<a href="#">WATUM231096</a>	Invoice	01/29/2025	CUST# WATUM1962 VEND MISC SUPPLIE	0.00	698.27	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# WATUM1962 VEN	698.27	
<a href="#">WATUM231112</a>	Invoice	01/30/2025	CUST# WATUM1962 VEND MISC SUPPLIES	0.00	205.43	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# WATUM1962 VEND	205.43	
VENO1406	FERGUSON WATERWORKS	02/07/2025	EFT	0.00	5,696.83	1015
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">0052629-1</a>	Invoice	01/31/2025	CUST# 2543 MTR ADPTR, END CONN	0.00	503.14	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST# 2543 MTR ADPTR, E	503.14	
<a href="#">0065095</a>	Invoice	01/31/2025	CUST#2543 STOCK 4121,4095,3820,1060,	0.00	2,479.19	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST#2543 STOCK 4121,4	2,479.19	
<a href="#">0065098</a>	Invoice	01/31/2025	CUST#2543 STOCK4180,1290,3860,1480,	0.00	2,358.06	



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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati	CUST#2543 STOCK4180,12		2,358.06	
<a href="#">0066577 1</a>	Invoice	01/27/2025	CUST# 2543 EXP COUP GSKT	0.00	356.44	
<a href="#">402-640-000-53580-3100</a>		SEW SV SAT - Office and	CUST# 2543 EXP COUP GS		356.44	
044700	GUARDIAN SECURITY SYSTEM	02/07/2025	EFT	0.00	2,188.23	1016
<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>	
<a href="#">1552888</a>	Invoice	11/25/2024	CUST# 313901 ANNUAL INSPECTION	0.00	2,123.44	
<a href="#">001-142-000-57250-4100</a>		FACIL LIB - Professional Se		CUST# 313901 ANNUAL IN	2,123.44	
<a href="#">1577141</a>	Invoice	02/01/2025	CUST# 313901 FIRE ALARM SERVICES	0.00	64.79	
<a href="#">001-142-000-57250-4100</a>		FACIL LIB - Professional Se		CUST# 313901 FIRE ALAR	64.79	
045000	H.D. FOWLER COMPANY	02/07/2025	EFT	0.00	1,484.72	1017
<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>	
<a href="#">16922179</a>	Invoice	01/28/2025	CITY OF SHELTON MISC SUPPLIES	0.00	252.27	
<a href="#">402-640-000-53580-3100</a>		SEW SV SAT - Office and		CITY OF SHELTON MISC SU	252.27	
<a href="#">16923090</a>	Invoice	01/29/2025	CITY OF SHELTON/FLANGED COUPLING A	0.00	1,232.45	
<a href="#">402-640-000-53580-3100</a>		SEW SV SAT - Office and		CITY OF SHELTON/FLANGE	1,232.45	
VEN02140	HAGGARD & GANSON LLP	02/07/2025	EFT	0.00	3,355.00	1018
<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>	
<a href="#">616</a>	Invoice	02/01/2025	SHELT.001E GENERAL COUNSEL/LEGAL SE	0.00	3,355.00	
<a href="#">001-122-000-51541-4100</a>		LEGAL - Professional Servi		SHELT.001E GENERAL COU	3,355.00	
VEN02494	HD SUPPLY, INC	02/07/2025	EFT	0.00	184.37	1019
<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>	
<a href="#">INV00599575</a>	Invoice	01/21/2025	CUST# 925099 RPLCMT SMPL PKT CLR M	0.00	184.37	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST# 925099 RPLCMT S	184.37	
085075	LAKESIDE INDUSTRIES	02/07/2025	EFT	0.00	2,192.82	1020
<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>	
<a href="#">302212</a>	Invoice	01/18/2025	CUST# 101048 EZ STREET ASPHALT	0.00	2,192.82	
<a href="#">101-000-000-54230-3100</a>		ST RD WAY - Office and O		CUST# 101048 EZ STREET	548.22	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati		CUST# 101048 EZ STREET	548.20	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# 101048 EZ STREET	548.20	
<a href="#">404-000-000-53180-3100</a>		STRM - Office and Operati		CUST# 101048 EZ STREET	548.20	
VEN02524	MATRIX IMAGING SOLUTIONS LLC	02/07/2025	EFT	0.00	2,960.14	1021
<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>	
<a href="#">DP2500270</a>	Invoice	01/31/2025	ACCT# 1397 REGULAR STATEMENTS JAN 2	0.00	2,960.14	
<a href="#">001-111-000-51421-4100</a>		FIN UB - Professional Serv		ACCT# 1397 REGULAR STA	482.28	
<a href="#">001-111-000-51421-4200</a>		FIN UB - Communication		ACCT# 1397 REGULAR STA	2,418.85	
<a href="#">001-141-000-57120-4100</a>		REC - Professional Service		ACCT# 1397 REGULAR STA	59.01	
VEN02532	PROFAST SUPPLY INC	02/07/2025	EFT	0.00	713.71	1022
<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>	
<a href="#">INV20250695</a>	Invoice	01/31/2025	SOURCE# S00619 MISC SUPPLIES	0.00	713.71	
<a href="#">503-000-000-54865-3101</a>		EMR - Vehicle Supplies		SOURCE# S00619 MISC SU	428.23	
<a href="#">503-000-000-54865-3103</a>		EMR - Vehicle Supp-EM&		SOURCE# S00619 MISC SU	285.48	
163450	PURCHASE POWER	02/07/2025	EFT	0.00	1,009.75	1023



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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	
<a href="#">8000-9000-1136-</a>	Invoice	01/26/2025	8000-9000-1136-7046 JAN 25	0.00	1,009.75	
<a href="#">001-111-000-51421-4200</a>		FIN UB - Communication		8000-9000-1136-7046 JAN	429.87	
<a href="#">001-111-000-51423-4200</a>		FIN AC - Communication		8000-9000-1136-7046 JAN	289.11	
<a href="#">001-142-000-51890-4215</a>		FACIL CIVIC - Communica		8000-9000-1136-7046 JAN	290.77	
172008	ROGNLIN'S, INC.	02/07/2025	EFT	0.00	93,980.10	1024
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">PAY ESTIMATE #9</a>	Invoice	02/03/2025	WELL 1 PIPELINE PRESSURIZATION PROJE	0.00	93,980.10	
<a href="#">411-000-000-59434-6300</a>		WAT CAP - Construction	18-WELL1REHAB	WELL 1 PIPELINE PRESSURI	93,980.10	
183400	SCJ ALLIANCE- SHEA, CARR & JEWEL	02/07/2025	EFT	0.00	5,079.36	1025
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">79748</a>	Invoice	01/13/2025	2025 COMP PLAN & EIS	0.00	5,079.36	
<a href="#">001-140-000-55870-4100</a>		CD ECON DEV - EDC-Profe		2025 COMP PLAN & EIS	5,079.36	
VEN02642	UNITED HOME BUILDERS LLC	02/07/2025	EFT	0.00	60,348.86	1026
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">#3</a>	Invoice	02/05/2025	WILLIAM G REED LIBRARY DECK REPAIRS	0.00	60,348.86	
<a href="#">001-142-000-57250-4800</a>		FACIL LIB - Repairs and M	24-LIBRARY DECK REP	WILLIAM G REED LIBRARY	60,348.86	
VEN02643	UNITED HOME BUILDERS LLC.	02/07/2025	EFT	0.00	2,904.18	1027
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">3</a>	Invoice	02/05/2025	RETAINAGE/WILLIAM G REED LIBRARY DC	0.00	2,904.18	
<a href="#">001-142-000-57250-4800</a>		FACIL LIB - Repairs and M	24-LIBRARY DECK REP	RETAINAGE/WILLIAM G RE	2,904.18	
VEN02437	WALTER E NELSON CO OF WESTERN	02/07/2025	EFT	0.00	274.26	1028
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">1038213</a>	Invoice	01/31/2025	CUST# 12400 MISC SUPPLIES	0.00	274.26	
<a href="#">001-140-000-55430-3100</a>		CD AN CTRL - Office and		CUST# 12400 MISC SUPPLI	274.26	
000050	AAA SEPTIC LLC	02/07/2025	Regular	0.00	100.00	112448
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">137714</a>	Invoice	02/01/2025	CUST#C2936 SHELTON SPRINGS COURSE	0.00	100.00	
<a href="#">001-141-000-57680-4576</a>		PARKS - Oper Rental-Huff		CUST#C2936 SHELTON SPR	100.00	
002515	APSCO, LLC	02/07/2025	Regular	0.00	3,136.03	112449
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">24547</a>	Invoice	12/30/2024	PO# 24-074 GUIDE SHOE ASSEMBLY	0.00	3,136.03	
<a href="#">402-300-000-53580-4800</a>		SEW CL MN - Repairs and		PO# 24-074 GUIDE SHOE A	3,136.03	
VEN02340	BLT SHELTON PONY, LLC	02/07/2025	Regular	0.00	463.69	112450
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">657920</a>	Invoice	01/30/2025	KEYS & FOBS/59481D	0.00	463.69	
<a href="#">001-118-000-52122-4805</a>		PD PAT - Repairs and Mai		KEYS & FOBS/59481D	463.69	
098000	BUILDERS FIRSTSOURCE	02/07/2025	Regular	0.00	93.25	112451
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">99354862</a>	Invoice	01/29/2025	CUST# 671668 SPRY PNT INT TIP MARKIN	0.00	43.55	
<a href="#">101-000-000-54230-3100</a>		ST RD WAY - Office and O		CUST# 671668 SPRY PNT I	43.55	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">99369226</a>	Invoice	02/03/2025	CUST# 671668 FIBER TWINE	0.00	5.16	
<a href="#">401-000-000-53480-3100</a>		WAT - Office and Operati	CUST# 671668 FIBER TWIN		5.16	
<a href="#">99376075</a>	Invoice	02/04/2025	CUST# 671668 CONCRETE MIX	0.00	44.54	
<a href="#">101-000-000-54230-3100</a>		ST RD WAY - Office and O	CUST# 671668 CONCRETE		44.54	
006400	CASCADE NATURAL GAS	02/07/2025	Regular	0.00	9,243.85	112452
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">019 121 0000 3 F</a>	Invoice	02/04/2025	019 121 0000 3 FEB25	0.00	333.55	
<a href="#">001-140-000-55430-4700</a>		CD AN CTRL - Utility Servi		019 121 0000 3 FEB25	333.55	
<a href="#">079 121 0000 0 F</a>	Invoice	02/04/2025	079 121 0000 0 FEB25	0.00	1,115.83	
<a href="#">001-142-000-57250-4700</a>		FACIL LIB - Utility Services		079 121 0000 0 FEB25	1,115.83	
<a href="#">315 383 7201 7 F</a>	Invoice	02/04/2025	315 383 7201 7 FEB25	0.00	2,723.78	
<a href="#">402-400-000-53580-4700</a>		SEW SV MN - Utility Servi		315 383 7201 7 FEB25	2,723.78	
<a href="#">536 175 0649 7 F</a>	Invoice	02/04/2025	536 175 0649 7 FEB25	0.00	133.08	
<a href="#">401-000-000-53480-4701</a>		WAT - Utility Services - Sh		536 175 0649 7 FEB25	133.08	
<a href="#">709 121 0000 8 F</a>	Invoice	02/04/2025	709 121 0000 8 FEB25	0.00	1,757.16	
<a href="#">401-000-000-53480-4701</a>		WAT - Utility Services - Sh		709 121 0000 8 FEB25	1,757.16	
<a href="#">809 121 0000 7 F</a>	Invoice	02/04/2025	809 121 0000 7 FEB25	0.00	110.81	
<a href="#">401-000-000-53480-4701</a>		WAT - Utility Services - Sh		809 121 0000 7 FEB25	110.81	
<a href="#">881 121 0000 8 F</a>	Invoice	02/05/2025	881 121 0000 8 FEB25	0.00	1,558.72	
<a href="#">001-142-000-51890-4715</a>		FACIL CIVIC - Utility Servic		881 121 0000 8 FEB25	1,558.72	
<a href="#">909 121 0000 6 F</a>	Invoice	02/04/2025	909 121 0000 6 FEB25	0.00	1,510.92	
<a href="#">401-000-000-53480-4701</a>		WAT - Utility Services - Sh		909 121 0000 6 FEB25	1,510.92	
008310	CODEPROS, LLC	02/07/2025	Regular	0.00	23,360.27	112453
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">SHL-010325</a>	Invoice	01/03/2025	CITY OF SHELTON/SUPPLEMENTAL SVCS F	0.00	23,360.27	
<a href="#">001-140-000-55850-4100</a>		CD BLDG - Professional Se		SUPPLEMENTAL SERVICES	23,360.27	
VEN01244	COOPER STUDIOS	02/07/2025	Regular	0.00	461.47	112454
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">1284</a>	Invoice	01/22/2025	HEADSHOT, WHITLEY,GETTLE,BLAYLOCK,G	0.00	461.47	
<a href="#">001-118-000-52122-4100</a>		PD PAT - Professional Serv		HEADSHOT, WHITLEY,GETT	461.47	
008800	CUT-RATE AUTO PARTS	02/07/2025	Regular	0.00	64.47	112455
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">300458180</a>	Invoice	01/28/2025	CUST# 34491 HEATER	0.00	64.47	
<a href="#">001-141-000-57680-3100</a>		PARKS - Office and Opera		CUST# 34491 HEATER	64.47	
009595	DEPT. OF LICENSING	02/07/2025	Regular	0.00	18.00	112456
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">SHP250003</a>	Invoice	01/28/2025	SHP250003	0.00	18.00	
<a href="#">657-000-000-58600-0007</a>		Concealed Pistol Permits		SHP250003	18.00	
VEN02460	FIRST CITIZENS BANK & TRUST CO	02/07/2025	Regular	0.00	695.89	112457
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">46271527</a>	Invoice	01/02/2025	CONTRACT# 900-0349761-00	0.00	147.02	
<a href="#">001-112-000-51251-4500</a>		MUNI CT - Operating Ren	24-ITC	CONTRACT# 900-0349761-	12.02	
<a href="#">001-112-000-59112-7001</a>		MUNI CT - Long Term Lea	24-ITC	CONTRACT# 900-0349761-	135.00	
<a href="#">46408508</a>	Invoice	01/25/2025	CONTRACT# 900-0337895-000	0.00	401.85	
<a href="#">001-118-000-52122-4500</a>		PD PAT - Operating Rental		CONTRACT# 900-0337895-	32.85	



## Check Register

Packet: APPKT03435-FEBRUARY 7, 2025 AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">001-118-000-59121-7001</a>		PD - Long Term Lease	CONTRACT# 900-0337895-		369.00	
<a href="#">46435143</a>	Invoice	02/02/2025	CONTRACT# 900-0349761-000	0.00	147.02	
<a href="#">001-112-000-51251-4500</a>		MUNI CT - Operating Ren	24-ITC	CONTRACT# 900-0349761-	12.02	
<a href="#">001-112-000-59112-7001</a>		MUNI CT - Long Term Lea	24-ITC	CONTRACT# 900-0349761-	135.00	
045150	HACH COMPANY	02/07/2025	Regular	0.00	175.80	112458
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">14339696</a>	Invoice	01/22/2025	ACCT# 341640 NITRATE, AMMONIA	0.00	175.80	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		ACCT# 341640 NITRATE, A	175.80	
053992	HOOD CANAL COMMUNICATIONS	02/07/2025	Regular	0.00	5,185.30	112459
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">11023120</a>	Invoice	02/01/2025	ACCT# 00017664-7 FEBRUARY 2025	0.00	4,108.30	
<a href="#">001-132-000-51888-4200</a>		IT - Communication		ACCT# 00017664-7 FEBRU	272.80	
<a href="#">001-132-000-51888-4801</a>		IT - Repairs and Maintena		ACCT# 00017664-7 FEBRU	405.50	
<a href="#">401-000-000-53480-4201</a>		WAT - Communication - S		ACCT# 00017664-7 FEBRU	1,575.00	
<a href="#">402-400-000-53580-4200</a>		SEW SV MN - Communica		ACCT# 00017664-7 FEBRU	1,855.00	
<a href="#">11028536</a>	Invoice	02/01/2025	ACCT# 00003840-2 FEBRUARY 2025	0.00	1,077.00	
<a href="#">001-119-000-52250-4200</a>		FIRE FACIL - Communicati		ACCT# 00003840-2 FEBRU	101.64	
<a href="#">001-120-000-51310-4200</a>		C MGR - Communication		ACCT# 00003840-2 FEBRU	0.12	
<a href="#">001-130-000-51810-4200</a>		HR - Communication		ACCT# 00003840-2 FEBRU	40.77	
<a href="#">001-140-000-55430-4200</a>		CD AN CTRL - Communica		ACCT# 00003840-2 FEBRU	32.29	
<a href="#">001-142-000-51890-4215</a>		FACIL CIVIC - Communica		ACCT# 00003840-2 FEBRU	800.30	
<a href="#">401-000-000-53480-4201</a>		WAT - Communication - S		ACCT# 00003840-2 FEBRU	101.76	
<a href="#">402-400-000-53580-4200</a>		SEW SV MN - Communica		ACCT# 00003840-2 FEBRU	0.12	
085995	LANGUAGE LINE SERVICES	02/07/2025	Regular	0.00	169.55	112460
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">11517021</a>	Invoice	01/31/2025	ACCT# 9020943082 PHONE INTERPRETATI	0.00	169.55	
<a href="#">001-118-000-52122-4100</a>		PD PAT - Professional Serv		ACCT# 9020943082 PHON	169.55	
112000	MASON COUNTY SHERIFF DEPT	02/07/2025	Regular	0.00	24.65	112461
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">1004</a>	Invoice	01/27/2025	INMATE MEDICAL	0.00	24.65	
<a href="#">001-123-000-52360-4100</a>		DET & COR - Prof Services		INMATE MEDICAL	24.65	
113000	MASON COUNTY TREASURER	02/07/2025	Regular	0.00	3,432.65	112462
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">Q4/2024 ILA CO</a>	Invoice	01/17/2025	Q4/2024 ILA COMP PLAN UPDATE	0.00	3,432.65	
<a href="#">001-140-000-55870-4100</a>		CD ECON DEV - EDC-Profe		Q4/2024 ILA COMP PLAN	3,432.65	
VEN01351	OSCAR MATIAS PABLO	02/07/2025	Regular	0.00	280.00	112463
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INTERPRETATION</a>	Invoice	01/30/2025	INTERPRETATION01242025	0.00	140.00	
<a href="#">001-112-000-51251-4106</a>		MUNI CT - Interpreter Ex		INTERPRETATION0124202	140.00	
<a href="#">INTERPRETATION</a>	Invoice	01/30/2025	INTERPRETATION01292025	0.00	140.00	
<a href="#">001-112-000-51251-4106</a>		MUNI CT - Interpreter Ex		INTERPRETATION0129202	140.00	
VEN02070	PAPE MACHINERY	02/07/2025	Regular	0.00	213.53	112464
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">15853502</a>	Invoice	02/03/2025	CUST# 6101822 TM132819 TECH MANUA	0.00	213.53	
<a href="#">001-141-000-57680-3100</a>		PARKS - Office and Opera		CUST# 6101822 TM13281	213.53	

## Check Register

Packet: APPKT03435-FEBRUARY 7, 2025 AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN02623	PETROCARD, INC	02/07/2025	Regular	0.00	6,268.30	112465
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">0543669-IN</a>	Invoice	01/23/2025	CUST# 20-0108487 FUEL	0.00	2,545.57	
<a href="#">503-250-000-58900-0001</a>		EMR - Inventory-Gas		CUST# 20-0108487 FUEL	2,545.57	
<a href="#">0544285-IN</a>	Invoice	01/30/2025	CUST# 20-0108487 FUEL	0.00	3,722.73	
<a href="#">503-250-000-58900-0001</a>		EMR - Inventory-Gas		CUST# 20-0108487 FUEL	3,722.73	
903584	RIGHT SYSTEMS	02/07/2025	Regular	0.00	8,256.86	112466
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">SI-190194</a>	Invoice	01/17/2025	CUST# COS006 MSFT MONTHLY BILLING	0.00	3,404.95	
<a href="#">001-132-000-51888-4100</a>		IT - Data Processing-Prof		CUST# COS006 MSFT MON	3,404.95	
<a href="#">SI-190311</a>	Invoice	01/27/2025	CUST# COS006 CRADLEPOINT NETCLOUD	0.00	4,851.91	
<a href="#">001-118-000-52122-4100</a>		PD PAT - Professional Serv		CUST# COS006 CRADLEPOI	4,851.91	
VEN02019	STEFANIE DANTINNE	02/07/2025	Regular	0.00	400.00	112467
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">RE# R00415973 D</a>	Invoice	02/03/2025	RE# R00415973 DAMAGEDEPREFUND/FE	0.00	400.00	
<a href="#">657-000-000-386000002</a>		Community Cntr Damage		RE# R00415973 DAMAGED	400.00	
196341	STEVEN R. BUZZARD	02/07/2025	Regular	0.00	200.00	112468
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">PRO TEM/012720</a>	Invoice	01/30/2025	PRO TEM/01272025	0.00	200.00	
<a href="#">001-112-000-51251-4101</a>		MUNI CT - Judge Pro-Tem		PRO TEM/01272025	200.00	
197259	SUNSET AIR, INC.	02/07/2025	Regular	0.00	2,970.93	112469
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">124059</a>	Invoice	01/30/2025	CUST# SHE122 RTU 3 REPLACED	0.00	1,020.33	
<a href="#">001-119-000-52250-4100</a>		FIRE FACIL - Professional		CUST# SHE122 RTU 3 REP	1,020.33	
<a href="#">124196</a>	Invoice	01/30/2025	CUST# SHE122 RTU 6 REPLACED	0.00	1,158.35	
<a href="#">001-119-000-52250-4100</a>		FIRE FACIL - Professional		CUST# SHE122 RTU 6 REPL	1,158.35	
<a href="#">125002</a>	Invoice	01/30/2025	CUST# CIT245 RTU 1 ECONOMIZER WORK	0.00	792.25	
<a href="#">001-142-000-51890-4115</a>		FACIL CIVIC - Professional		CUST# CIT245 RTU 1 ECON	792.25	
200985	THURSTON CO PUBLIC HEALTH	02/07/2025	Regular	0.00	640.00	112470
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">LAB FEES/DECEM</a>	Invoice	01/13/2025	LAB FEES/DECEMBER 2024	0.00	640.00	
<a href="#">401-000-000-53480-4100</a>		WAT - Professional Servic		LAB FEES/DECEMBER 2024	640.00	
201300	TOZIER BROS INC.	02/07/2025	Regular	0.00	564.34	112471
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">473934</a>	Invoice	01/27/2025	CUST# 20090 LED SHOP LIGHT	0.00	39.79	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		CUST# 20090 LED SHOP LI	39.79	
<a href="#">473958</a>	Invoice	01/28/2025	CUST# 20090 CHAIN COIL	0.00	196.02	
<a href="#">001-141-000-57680-3100</a>		PARKS - Office and Opera		CUST# 20090 CHAIN COI	196.02	
<a href="#">474050</a>	Invoice	02/03/2025	CUST# 20090 SNOW SHOVEL, SPREADERS	0.00	313.81	
<a href="#">001-141-000-57680-3100</a>		PARKS - Office and Opera		CUST# 20090 SNOW SHOVL	313.81	
<a href="#">474051</a>	Invoice	02/03/2025	CUST# 20090 NUTS AND BOLTS	0.00	14.72	
<a href="#">402-640-000-53580-3100</a>		SEW SV SAT - Office and		CUST# 20090 NUTS AND B	14.72	
VEN02499	TRANSUNION RISK AND ALTERNATI	02/07/2025	Regular	0.00	130.68	112472



Check Register

Packet: APPKT03435-FEBRUARY 7, 2025 AP PAYMENTS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">6563122-202501-</a>	Invoice	02/01/2025	JANUARY 2025 SERVICES	0.00	130.68	
<a href="#">001-118-000-52122-4100</a>		PD PAT - Professional Serv			130.68	
201875	TYLER TECHNOLOGIES	02/07/2025	Regular	0.00	160.00	112473
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">025-494797</a>	Invoice	02/01/2025	CUST# 48155 UTILITY BILLING MONTHLY F	0.00	160.00	
<a href="#">001-111-000-51421-4100</a>		FIN UB - Professional Serv		CUST# 48155 UTILITY BILLI	160.00	
202340	UTILITIES UNDERGROUND LOCATIO	02/07/2025	Regular	0.00	60.75	112474
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">5010229</a>	Invoice	01/31/2025	ACCT# 100100 EXCAVATION NOTIFICAT JA	0.00	60.75	
<a href="#">401-000-000-53480-4100</a>		WAT - Professional Servic		ACCT# 100100 EXCAVATIO	20.25	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		ACCT# 100100 EXCAVATIO	20.25	
<a href="#">404-000-000-53180-4105</a>		STRM - Professional Servi		ACCT# 100100 EXCAVATIO	20.25	
VENO2544	VESTIS GROUP INC	02/07/2025	Regular	0.00	119.63	112475
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">5120611083</a>	Invoice	01/15/2025	CUST# 792105973 COVERALLS, MAT,MOP,	0.00	38.33	
<a href="#">402-400-000-53580-4900</a>		SEW SV MN - Miscellaneo		CUST# 792105973 COVER	38.33	
<a href="#">5120615610</a>	Invoice	01/22/2025	CUST# 792105973 COVERALLS,MAT,MOP,	0.00	38.33	
<a href="#">402-400-000-53580-4900</a>		SEW SV MN - Miscellaneo		CUST# 792105973 COVER	38.33	
<a href="#">5120620100</a>	Invoice	01/29/2025	CUST# 792105972 COVERALL, MAT, TOWE	0.00	42.97	
<a href="#">401-000-000-53480-4901</a>		WAT - Miscellaneous - Sh		CUST# 792105972 COVER	42.97	
203030	WASHINGTON STATE PATROL	02/07/2025	Regular	0.00	94.00	112476
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">12503855</a>	Invoice	02/04/2025	ACCT# WA0230400 BACKGROUND CHECK	0.00	94.00	
<a href="#">001-118-000-52122-4100</a>		PD PAT - Professional Serv		ACCT# WA0230400 BACKG	94.00	
203780	WATER MGMNT LABORATORIES INC	02/07/2025	Regular	0.00	8,939.08	112477
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">226239</a>	Invoice	01/28/2025	ACCT# AS201R TESTS 1/6/25	0.00	501.00	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		ACCT# AS201R TESTS 1/6/	501.00	
<a href="#">226318</a>	Invoice	01/29/2025	ACCT# AS201R TESTS 1/7, 1/14	0.00	5,256.00	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		ACCT# AS201R TESTS 1/7,	5,256.00	
<a href="#">226392</a>	Invoice	01/29/2025	ACCT# AS201R TESTS 1/15/25	0.00	356.00	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		ACCT# AS201R TESTS 1/15	356.00	
<a href="#">226442</a>	Invoice	01/31/2025	ACCT# AS201R TESTS 1/6 - 1/15	0.00	756.00	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		ACCT# AS201R TESTS 1/6 -	756.00	
<a href="#">226443</a>	Invoice	01/31/2025	ACCT# AS201R TESTS 11/19/24	0.00	1,938.08	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		ACCT# AS201R TESTS 11/1	1,938.08	
<a href="#">226459</a>	Invoice	01/31/2025	ACCT# AS201R TESTS 1/22/25	0.00	132.00	
<a href="#">402-400-000-53580-4100</a>		SEW SV MN - Professional		ACCT# AS201R TESTS 1/22	132.00	
053987	WESTBAY NAPA AUTO PARTS	02/07/2025	Regular	0.00	838.78	112478
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">117204</a>	Invoice	01/27/2025	ACCT# 4296 BATTERY TEST CLIP	0.00	10.12	
<a href="#">402-400-000-53580-3100</a>		SEW SV MN - Office and		ACCT# 4296 BATTERY TEST	10.12	
<a href="#">117765</a>	Invoice	01/30/2025	CUST# 4296 MIRROR/73800D	0.00	46.71	
<a href="#">503-000-000-54865-3104</a>		EMR - Oper Supp-Parts-E		CUST# 4296 MIRROR/7380	46.71	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">117783</a>	Invoice	01/30/2025	ACCT# 4296 BATTERIES,CORE DEP/3611	0.00	781.95	
<a href="#">503-000-000-54865-3104</a>		EMR - Oper Supp-Parts-E	ACCT# 4296 BATTERIES,CO		781.95	
VEN02139	ZEPPELIN SHIPPING & TECHNOLOGY	02/07/2025	Regular	0.00	15.62	112479
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">PACKAGEID 1389</a>	Invoice	01/31/2025	ALCOPRO-RETURN	0.00	15.62	
<a href="#">001-118-000-52122-4200</a>		PD PAT - Communication		RETURN	15.62	

Bank Code APBNK-Main Summary				
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	61	32	0.00	76,777.37
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	30	19	0.00	192,717.59
	91	51	0.00	269,494.96

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	2/2025	269,494.96
			<u>269,494.96</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 within payroll warrants numbered 4026 through 4030 and 14261 through 14362. Warrants 112430 through 112447 in the amount of \$542,257.73 and that the claims are just and due obligations against the City of Shelton, and that I am authorized to authenticate and certify said claims.

Signed this 5th of February, 2025.

  
Finance Director

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

Signed this \_\_\_\_\_ of \_\_\_\_\_, 2025.

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

\_\_\_\_\_  
Deputy Mayor Sharon Schirman

\_\_\_\_\_  
Councilmember George Blush

\_\_\_\_\_  
Councilmember Tom Gilmore

\_\_\_\_\_  
Councilmember Miguel Gutierrez

\_\_\_\_\_  
Councilmember Lyndsey Sapp

\_\_\_\_\_  
Councilmember Melissa Stearns





## CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item C4)

Touch Date: 12/30/2024  
Brief Date: 02/04/2025  
Action Date: 02/18/2025

Department: Parks, Recreation & Facilities  
Presented By: Jordanne Krumpols

### APPROVED FOR COUNCIL PACKET:

Action Requested:

#### ROUTE TO:

#### REVIEWED:

☐ Dept. Head

☐ Finance Director

☐ Attorney

☒ City Clerk

☐ City Manager

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PROGRAM/PROJECT TITLE:  
**Dumontet Lease Agreement**

ATTACHMENTS:  
**Resolution No. 1359-1124  
Lease Agreement**

☐

Ordinance

☒

Resolution

☒

Motion

☐

None

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

The City leases 19,800 sq. ft. of land to D. Manner LLC. The main property is located at 1202 W Franklin Street. The portion of the East one-half of vacated Twelfth Street lying between Blocks 17 & 18 in David Shelton's third addition to Shelton, Washington.

The Tenant uses the real estate only for access for ingress and egress to and from tenant's building situated on Block 18. The City requires the tenant to always keep access to the gate to City property free and clear of all vehicles and/or obstacles. The tenant is responsible for maintenance and upkeep of leased land. But the City reserves the right to use the leased land for City business.

The term of lease is 5 years. The tenant will pay annual rent of \$641.85 per year plus any applicable taxes payable on or before January 1<sup>st</sup> of each year.

### BUDGET/FISCAL INFORMATION:

N/A

### PUBLIC INFORMATION REQUIREMENTS:

Information can be obtained from the Parks & Recreation department.

### STAFF RECOMMENDATION/MOTION:

Staff recommends: "I move to approve Resolution No. 1359-1124 as part of the consent agenda at the February 18, 2025, Council meeting."

RESOLUTION NO. 1359-1124

A RESOLUTION OF THE COUNCIL OF THE CITY OF SHELTON, WASHINGTON  
ACCEPTING THE DUMONTET LEASE AGREEMENT

WHEREAS, the Landlord leases to Tenant 19,800 square feet of land at 1202 W Franklin Street, Shelton, Washington on the east one-half of vacated Twelfth Street lying between Block 17 and 18 in David Shelton's third addition to Shelton, Washington; and

WHEREAS, the Tenant covenants and agrees to pay Landlord as rental for the premises the sum of \$641.85 per year plus any applicable taxes payable on or before January 1<sup>st</sup> of each year; and

WHEREAS, the term of this lease shall be for a period of five (5) years commencing on March 1, 2025.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Shelton that the Lease Agreement be signed and accepted.

INTRODUCED on the 4<sup>th</sup> day of February 2025 and PASSED by the City Council at its regular meeting held on the 18<sup>th</sup> day of February 2025.

---

Mayor Onisko

ATTEST:

---

City Clerk Nault

## LEASE

**Parties.** This lease is between CITY OF SHELTON, a Municipal corporation, hereinafter called "Landlord", and D Manner LLC, a single person, hereinafter call "Tenant."

**Description of property.** Landlord leases to Tenant and Tenant hereby leases from Landlord the following real estate in Shelton, Mason County, Washington, to-wit:

That portion of the East one-half of vacated Twelfth Street lying between Blocks 17 & 18 in David Shelton's third addition to Shelton, Washington, according to the recorded plat thereof in the Office of the Mason County Auditor, as is now in use by the grantee for access for ingress and egress to and from Tenant's Building.

**Term.** The term of this lease shall be for a period of five (5) years commencing March 1, 2025. Notwithstanding this lease term, the Landlord shall have the right to terminate the lease upon 365 days advance notice to Tenant if Landlord requires the leased property for City purposes, provided that in the event of a material breach, the Landlord may terminate the lease immediately after providing notice of the breach and providing the tenant 30 days to cure.

**Rent.** Tenant covenants and agrees to pay Landlord as rental for the premises the sum of \$641.85 per year plus any applicable taxes payable on or before January 1<sup>st</sup> of each year.

**Assessed Property Value Adjustment.** The annual rental rate shall be adjusted in 2026 based on the 2025 assessment by the Mason County Assessor and annually thereafter to reflect the percentage change in the assessed value of the land owned by the tenant for the apartment building (land only). Presently the Tenant's land, which consists of 19,800 square feet, is assessed at \$86,320 by the county.

**Penalty for Late Payment.** In the event the rental payment is not received by January 31 of each year, Landlord may assess a late payment penalty equal to 10% of the current year's rental fee.

**Use of Real Estate.** Tenant will use the real estate only for access for ingress and egress to and from tenant's building situated on Block 18 adjacent to the land herein leased. Landlord requires tenant to keep the access to the gate to City property free and clear of all vehicles and/or obstacles at all times. Violators may be cited. Tenant is responsible for maintenance and upkeep of leased land. Landlord reserves the right to use the leased land for access for ingress and egress for City business.

**Accidents.** Tenant shall defend, indemnify, and hold Landlord harmless from all damages whatsoever by reason of any accident on or about the land, or from tenant's use or occupation of the land, or caused by the acts or neglect of any agent of the tenant. Landlord shall not be liable for the injury to any

person on the land arising from the tenant's use of the land under this agreement. In case Landlord shall be made a party to any litigation commenced by or against tenant, then tenant shall hold Landlord harmless from liability in such litigation.

**Liability Insurance.** During the term of this lease Tenant shall carry comprehensive public liability insurance in the sum of \$1,000,000.00 covering the leased land, and shall also carry liability insurance for property damage in the sum of \$500,000.00. Tenant shall deliver to Landlord certificates showing the issuance of such insurance prior to the execution of this agreement.

**Default and Re-entry.** If Tenant fails to pay any rents or fails to perform any of the covenants and agreements of this lease, the Landlord may cancel this lease upon thirty (30) days notice. The liability of the tenant for the rent for the balance of the term of this lease shall not be extinguished and tenant agrees to make good to the Landlord any deficiency arising from Tenant's breach of this lease.

**Costs and Attorney's Fees.** Each party shall bear its own costs and fees in any litigated dispute over this Lease.

**Assignment and Subletting.** This lease shall transfer to the tenant's successor, on the same terms and conditions, without the consent of Landlord but only in connection with the sale or change in ownership of tenant's property which is served by this lease, i.e., the building on said Block 18. Any assignment or subletting under other circumstances must be first approved in writing by Landlord.

**Notices.** Any notice to be sent in connection with this lease shall be sent in any manner reasonably calculated to reach the other party, including email.

**Non-Waiver of Breach.** Failure of the Landlord to exercise any of his options under this Lease or to insist upon strict performance of any of the covenants and agreements of this lease shall not be construed to be a waiver or relinquishment of any such covenants or agreements or of any other covenants or agreements.

**Binding on Successors.** The terms and conditions of this lease shall be binding upon and inure to the benefit of the successors and assigns and the heirs and personal representatives of Landlord and tenant.

DATED THIS \_\_\_\_\_ day of March 2025.

On behalf of Landlord, City of Shelton

City Manager \_\_\_\_\_

On behalf of Tenant, D Manner LLC

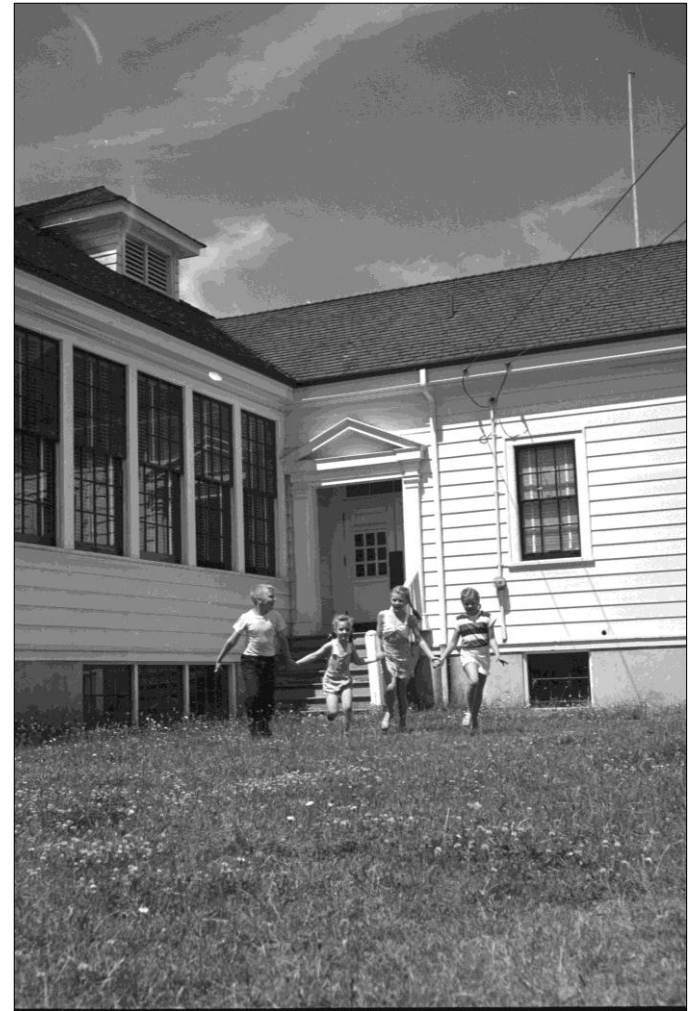
D. M. D. Manner

# Mason County Historical Society Museum



Q4 2024 Lodging Tax Report  
City of Shelton

Liz Arbaugh, Executive Director



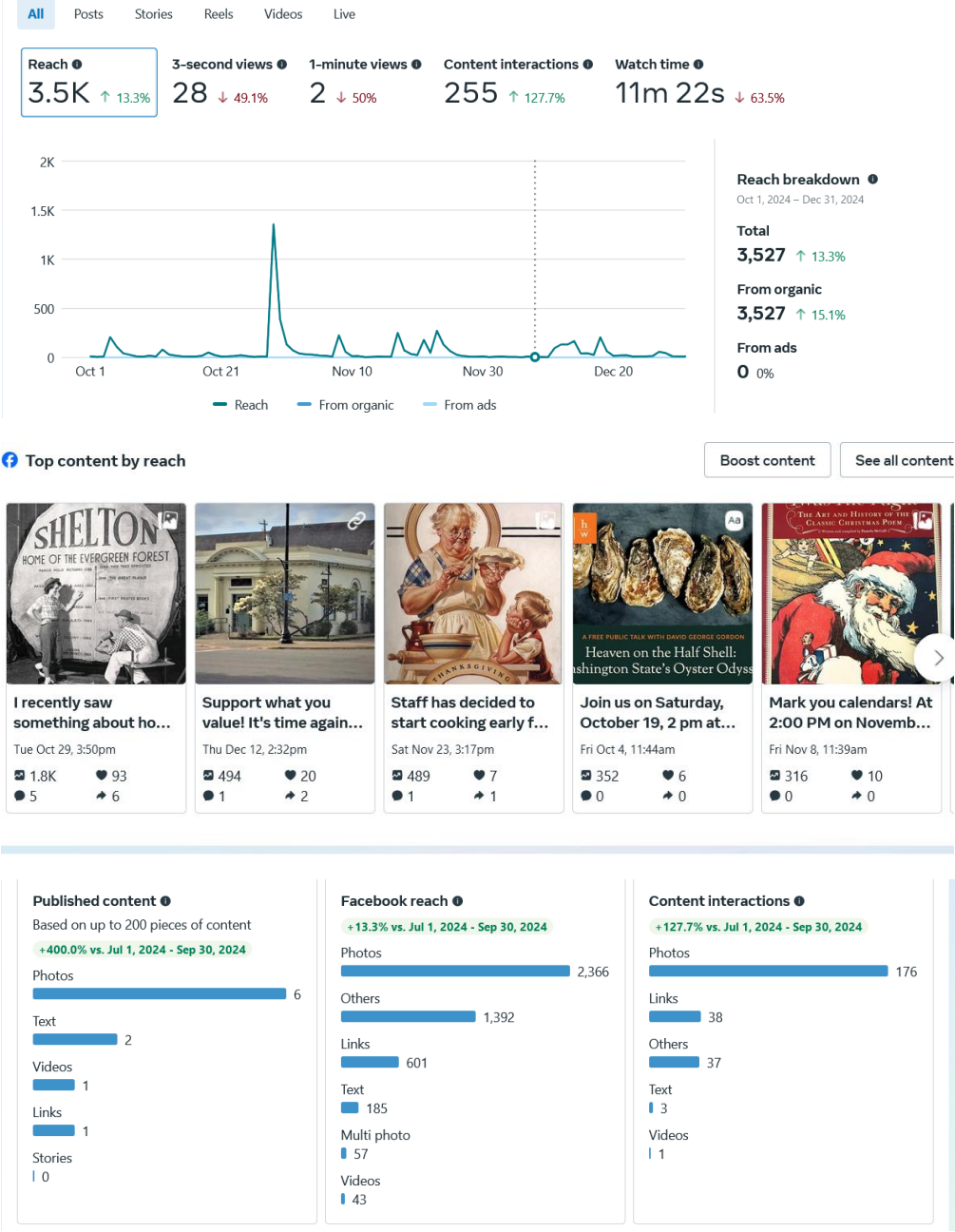
Hoodspout School - 1949

## Total Museum Visitor Count – Quarter 4 – 2024

	Total Visitors	Local Visitors	>50 Miles	Out of State Visitors	Inter- national Visitors	Calls
October	143	95	48	18	2	24
November	135	101	34	6	4	13
December	182	144	38	6	1	11
Q4 Totals	460	340	84	30	7	48

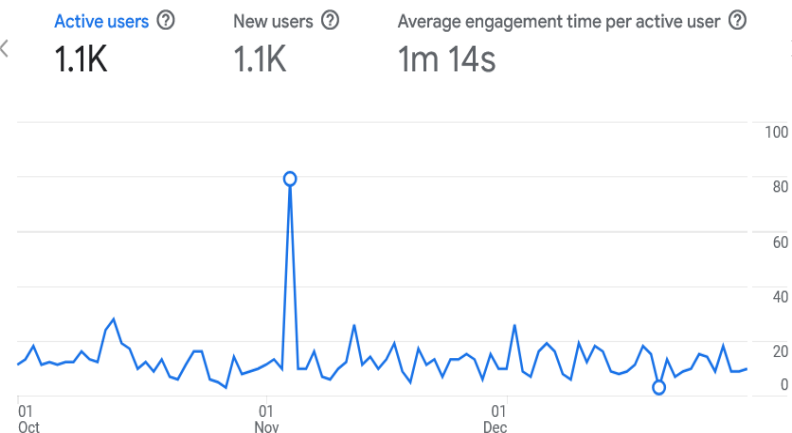
Visitors were from 10 states, Switzerland, Scotland and Canada.

# FACEBOOK OVERVIEW



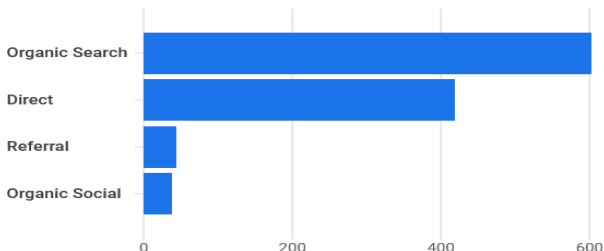


# Google Analytics – October 1 – December 31, 2024



## WHERE DO YOUR NEW USERS COME FROM?

New users by First user primary channel group (Default Channel Group) ▾



## WHICH PAGES AND SCREENS GET THE MOST VIEWS?

Views by Page title and screen class

PAGE TITLE AND SCREEN ...	VIEWS
Mason County Historical So...	692
Visit - Mason County Histori...	142
Search for the Antlers Hotel	133
Research - Mason County Hi...	131
Mason County Historical So...	101
About - Mason County Histo...	72
An Atlas of South Puget Sou...	65

View pages and screens →

## WHAT ARE YOUR TOP SELLING PRODUCTS?

Items purchased by Item name

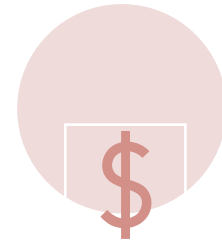
ITEM NAME	ITEMS PURCHASED
Make a donation to support ...	146
Artist Colony on Hood Canal	15
Renew or Become a Member!	7
Beastman	5
Search for the Antlers Hotel	4
Grapeview, Detroit of the West	1
History of Belfair and the Ta...	1

View ecommerce purchases →

THE MASON  
COUNTY  
HISTORICAL  
SOCIETY ANNUAL  
FUND DRIVE IS  
WHEN WE ASK  
MCHS MEMBERS  
AND THE  
COMMUNITY FOR  
THEIR FINANCIAL  
SUPPORT FOR THE  
FOLLOWING YEAR.



OUR GOAL  
FOR THE 2025  
ANNUAL FUND  
WAS \$15,000.



AS OF  
DECEMBER 31,  
2024, THE FUND  
TOTAL WAS JUST  
UNDER \$29,000.

Mason County Historical Society Museum  
427 W Railroad Ave  
Shelton, WA 98584

360-426-1020  
mchsinformation@gmail.com  
<https://www.masoncountyhistoricalsociety.org/>



# Shelton's Historic Walking Tour



The Mason County  
Historical Society is in the  
final stages of updating  
“Shelton’s Historic Walking  
Tour”.



OUR NEXT  
EXHIBIT:

MASON COUNTY  
SCHOOLS:  
MORE THAN JUST A  
BUILDING



Jarrells Cove School - 1914





# *4th Quarter 2024*

## VISITOR INFORMATION SERVICES UPDATE

Prepared for City of Shelton Council by the  
Shelton-Mason County Chamber of Commerce

## 2024 October - December

Passes

Maps

	2024	2023	2019	Increase over 2023	Increase over 2019
Interagency	48	56	41	-14.29%	17.07%
Forest Annual	7	14	27	-50.00%	-74.07%
Discover Annual	33	19	23	73.68%	43.48%
Discover Day	2	0	0	100.00%	100.00%
NW Forest Day	22	27	116	-18.52%	-81.03%
Christmas	74	71	116	4.23%	-36.21%
US Forest Map	13	10	0	30.00%	100.00%
Mt. Skok Map	1	1	1	0.00%	0.00%
Brothers Map	1	1	1	0.00%	0.00%
EV Map	0	0	0	0.00%	0.00%
NatGeo Map	3	3	7	0.00%	-57.14%
Visitors	1,141	1,411	881	-19.14%	29.51%
Phone Calls	76	241	150	14.94%	84.67%

## VISITOR INFORMATION CENTER

### Services

The Discover Annual pass stands out as increasing significantly in sales, seeing a remarkable 73.7% increase compared to 2023 and a 43.5% growth over 2019.

Meanwhile, Interagency sales, though slightly lower than 2023, have experienced a solid 17% growth compared to 2019. It is worth noting that Interagency Passes have often been out of stock even for our NPS partners.

The total number of visitors served in 4Q 2024 was slightly less than last year, but still significantly higher than 2019.

Phone calls during 4Q were nearly 15% above last year's figures and highest in December, as interest in Festival of the Firs and holiday activities abound. When the Hoodspout Visitor Center is closed or busy, calls are forwarded to the Chamber office to ensure we can assist visitors and potential tourists.

The Chamber Office and the Caboose was open 40 hours/week as contracted, and the Caboose was sometimes open during special events such as Holiday Magic.



# FACEBOOK

## Chamber of Commerce Page

The **Shelton-Mason Chamber of Commerce** page continues to be an effective way to share relevant business news, community happenings, points of interest, and information on hot topics.

**Total Post Reach**  
**19,178**

## Hood Canal Visitor Center Page

The **Hood Canal Visitor Center** page shares relevant tourism related topics. This includes suggestions for things to do and places to visit in the Hood Canal region, including City of Shelton, Mason County, Washington State Parks, and Olympic National Forest and Park.

Our unique partnership with the ONP & USFS, along with our regular interactions with the rangers provides us insights and credible information to share with the traveling public.

During the holiday season, both the Chamber page and the Hood Canal Visitor Center Page become hubs for information on community events and activities.



5 December 2024 · 🌐

Looking for ways to celebrate the season in [Christmas Town, WA](#) ? 🌲 Discover a lineup of festive events happening this weekend! For a full list of December activities, visit <https://chamber.masonchamber.com/events/calendar/>.

Planning an event of your own? Chamber members are invited to submit their details to our community calendar. Share your event at <https://chamber.masonchamber.com/events/calendar/>  
#christmastownusa #ShopSmall #SmallBusinessSeason #sheltonwashington

### Holiday Happenings

**Friday, December 6**  
KMAS Christmastown Kick-Off Celebration  
3:00p-8:00p, Shelton Civic Center

Holiday Magic  
4:00-8:00p, Shelton

Holiday Magic Movie "The Muppets Christmas Carol"  
4:00p, Shelton Cinemas, Shelton

Artist Exchange  
4:00p, Marmo Caffè & Gallery, Shelton

Chamber Member Holiday Open House  
4:00-8:00p, Chamber Office, Shelton

Holiday Magic Tree Lighting  
8:00p, Post Office Park, Shelton

Annual Lighted Boat Parade  
Dusk, Shelton Yacht Club & Hammersley Inlet, Shelton

**Saturday, December 7**  
Simpson Railroad Santa Special  
10:00a, Simpson Railroad, Shelton

Holiday Maker's Market  
11:00a, Marmo Caffè & Gallery, Shelton

Hama Hama Holiday Market  
11:00a, Hama Hama Oyster Company, Lilliwaup

Shopping with Santa  
1:00p, Transit-Community Center, Shelton

Kristmas Town Kiwanis Holiday Magic Parade  
5:00p, Shelton

Annual Lighted Boat Parade  
Dusk, Shelton Yacht Club & Hammersley Inlet, Shelton

**Sunday, December 8**  
Simpson Railroad Santa Special  
10:00a, Simpson Railroad, Shelton

Hama Hama Holiday Market  
11:00a, Hama Hama Oyster Company, Lilliwaup

**Hood Canal Visitor Center**  
Published by Katie Peck  
🌐 · 11 December 2024 at 06:00 · 🌐

Looking for the ultimate holiday gift? 🎁 Swing by the Hoodsport Visitor Information Center and find something truly special! From the America the Beautiful National Park Pass to the Washington Discover Pass and NW Forest Pass, give the gift of adventure this season. Browse our unique souvenirs perfect for everyone on your list. 🌲

We're open Thursday through Sunday, 10:00a to 4:00p—stop in and [#ShopSmall](#) this holiday season!

### Discover the Perfect Stocking Stuffer

at Hoodsport Visitor Center

# GOOGLE LANDING PAGE *Analytics and Traffic*



## Shelton Caboose Visitor Information Center

[Website](#)[Directions](#)[Save](#)

4.5 ★★★★★ 6 reviews

Sort by

Most relevant Newest Highest Lowest



K.T. Jolie

5 reviews · 20 photos

★★★★★ 3 months ago

I love these train museums  
I'll be coming back again ❤️❤️❤️ ... More



👍 1



B

Local Guide · 41 reviews · 49 photos

★★★★★ 4 years ago

There was no volunteer in the office but the door was open. We signed the guest book and took a map.

👍 1



James Dorais

Local Guide · 104 reviews · 119 photos

★★★★★ 3 years ago



Wyatt Colello

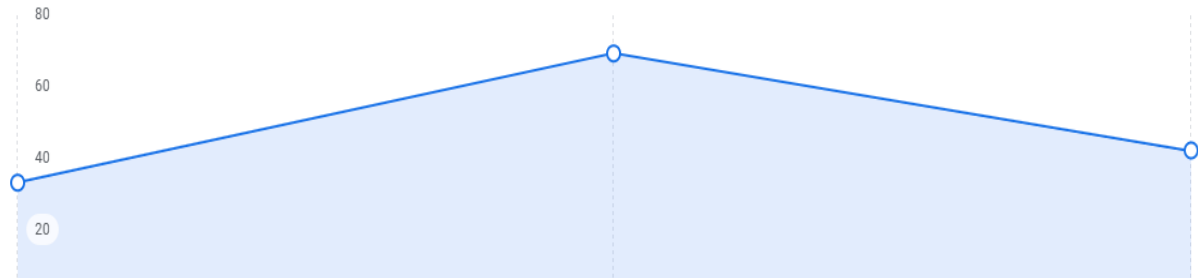
★★★★★ a year ago

Response from the owner a year ago  
Thanks for visiting, Wyatt!

# 144

Business Profile interactions ⓘ

↗️ +3.6% (vs Oct 2023–Dec 2023)



# 1,133

👁 People viewed your Business Profile

↗️ +15.6% (vs Oct 2023–Dec 2023)

### Platform and device breakdown

Platform and devices that people used to find your profile



● 910 • 80%  
Google Maps – mobile

● 160 • 14%  
Google Search – mobile

● 35 • 3%  
Google Maps – desktop

● 28 • 2%  
Google Search – desktop

# 631

🔍 Searches showed your Business Profile in the search results

↗️ +57.4% (vs Oct 2023–Dec 2023)

### Searches breakdown

Search terms that showed your Business Profile in the search results

1. attractions	458
2. visitor center	173
3. caboose	< 15
4. historical houses shelton washington	< 15
5. museum	< 15



# GOOGLE LANDING PAGE Analytics and Traffic



## Hoodsport Visitor Information Center



Website

Directions

Save

Call

4.5 ★★★★★ 108 Google reviews

Tourist information center in Hoodsport, Washington

### Reviews

#### Google reviews ⓘ

Write a review

Add a photo



"Wonderful place, fantastic **service**"



"Nice **facilities** and a friendly **staff**."



"Very nice **people** and a nice **place** to go"



## Google My Business Hoodsport Visitor Information Center

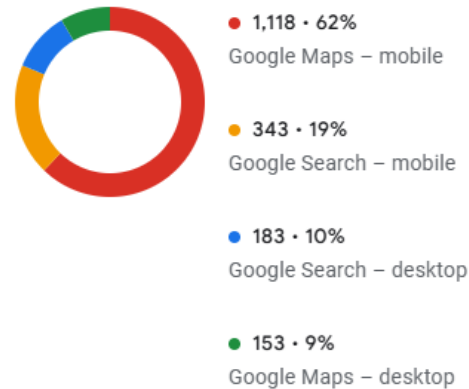
1,797

👁 People viewed your Business Profile

📉 -2.0% (vs Oct 2023–Dec 2023)

#### Platform and device breakdown

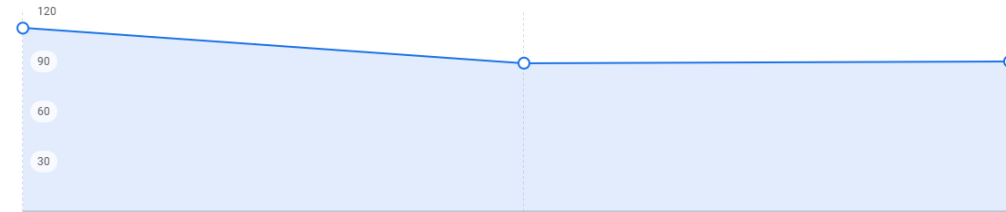
Platform and devices that people used to find your profile



289

Business Profile interactions ⓘ

📉 -12.2% (vs Oct 2023–Dec 2023)



508

🔍 Searches showed your Business Profile in the search results

📈 +19.0% (vs Oct 2023–Dec 2023)

#### Searches breakdown

Search terms that showed your Business Profile in the search results

1. visitor center	280
2. attractions	156
3. hoodsport visitor information center, north lake cushm...	48
4. visitor information center	24
5. 47.459428, -123.213571	< 15





# SPECIAL EVENTS

Fourth quarter saw strong visitor presence and phone calls from out-of-town visitors inquiring about events in Shelton. Thousands of children lined the streets for Halloween Spooktacular trick-or-treating event.

OysterFest draws thousands of visitors from the region and from across the nation.

Holiday Magic & Christmastown draws crowds from local and out of town visitors alike. Many calls are received in anticipation of the lights, tree maze and parade.

The Chamber actively promotes events and festivals via social media, its quarterly publication, and by offering credible and easily accessible information. We also answer phone and inquiries from day visitors and those seeking lodging, dining, and activity referrals.





# TYPE OF VISITORS

We saw visitors from **in-state** cities such as Seattle, Gig Harbor, Edmonds, Forks, and Olympia.

There were many visitors from **out of state** such as Oregon, Wisconsin, Kentucky, Ohio, New York, Georgia, Florida, and Texas.

A few visitors came from overseas or **out of country**, including Canada and The Netherlands.



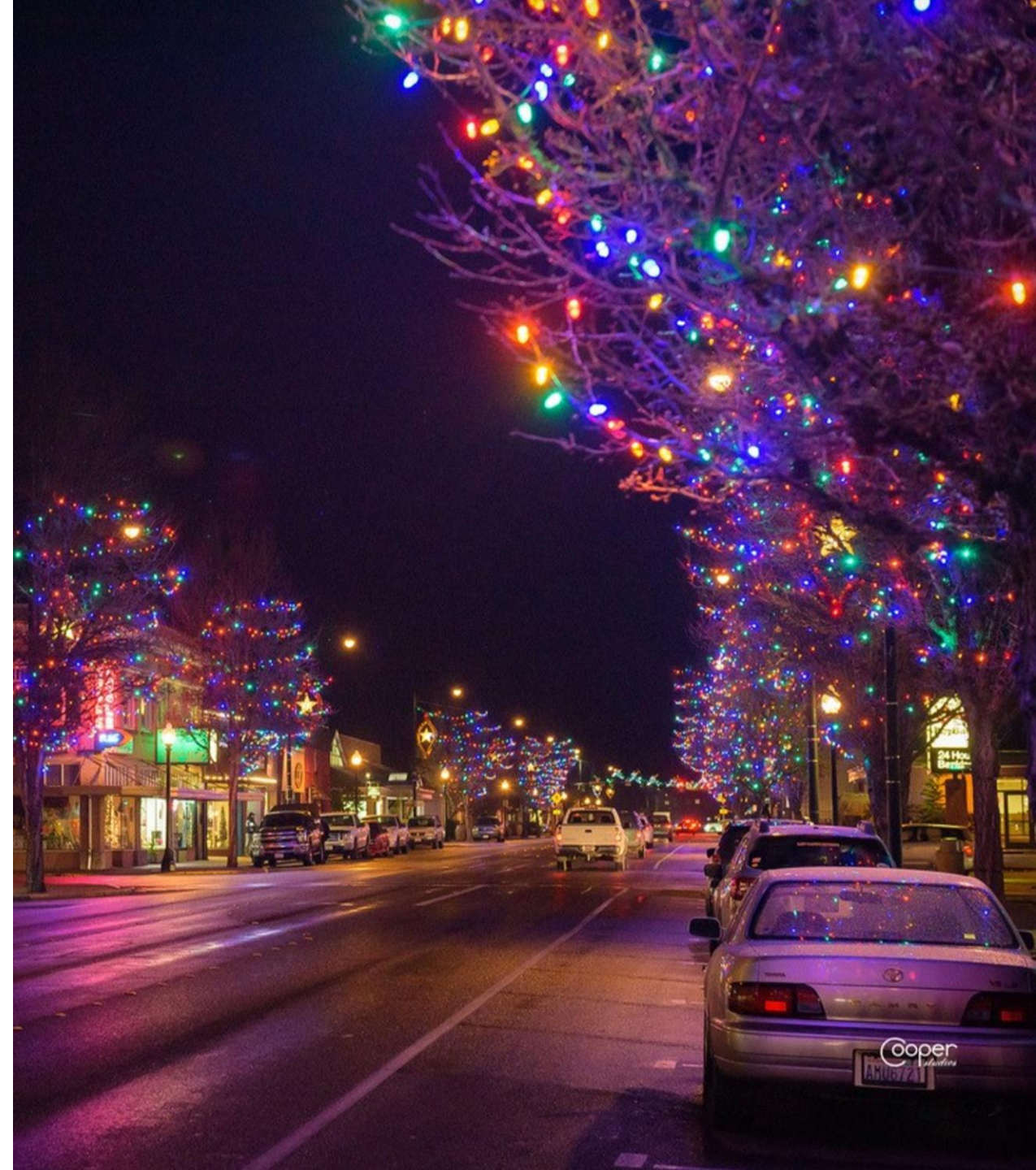




# *4th Quarter 2024*

## VISITOR INFORMATION SERVICES UPDATE

Prepared for Mason County LTAC by the  
Shelton-Mason County Chamber of Commerce



# December 2024 Monthly Financial Report

## City of Shelton, Washington

### General Fund Overview

	2024 Revised Budget	2024 thru December	2024 Est Actual	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Revenues	15,437,793	16,662,668	16,662,720	1,224,927	7.9%
Expenditures	15,745,980	15,542,940	15,542,940	203,040	1.3%
Net Revenues Less Expenditures	(308,187)	1,119,728	1,119,780	1,427,967	
Beginning Fund Balance	5,376,171		5,376,171		
Ending Fund Balance	5,067,984 32.2%		6,495,951 41.3%		
<u>Ending Fund Balance Breakdown:</u>					
Reserved - 20% of Budget	3,149,196		3,149,196		
Unreserved Fund Balance	1,918,788		3,346,755		
<b>Total Fund Balance</b>	<b>5,067,984</b>		<b>6,495,951</b>		

### Summary

2024 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals. 2022 and 2023 amounts included in this report are unaudited.

Analysis through December shows an overall Positive budget variance of \$1.4 million.

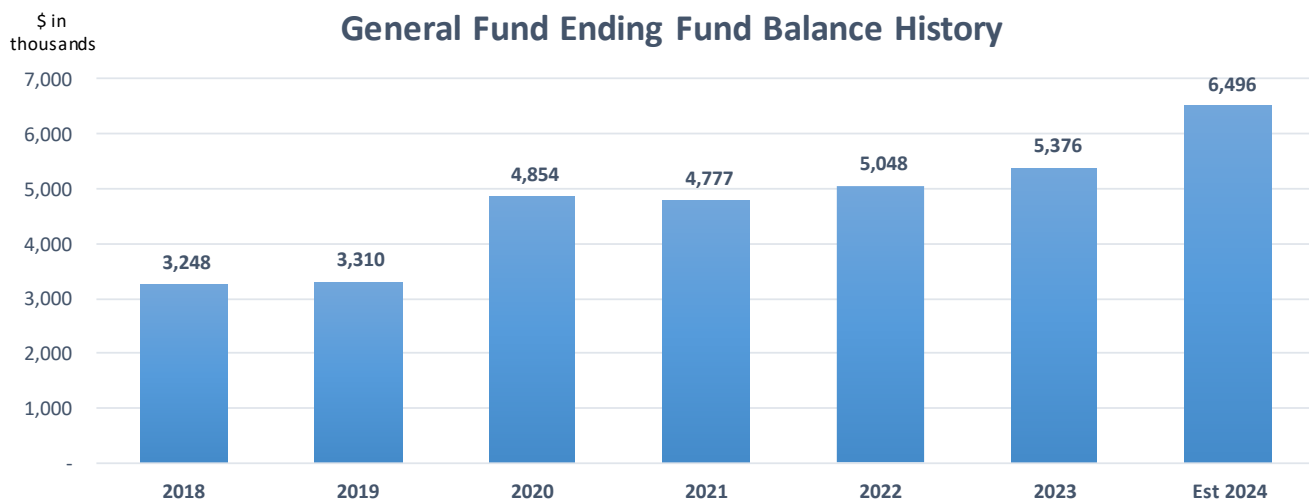
General Fund Reserves are estimated to end the year at \$6.5 million, or 41.3% of 2024 budgeted expenditures.

### Revenue Overview

Revenues are currently estimated to end the year approximately \$1.2 million, or 7.9% more than budgeted.

### Expenditure Overview

Expenditures are currently estimated to end the year approximately \$203 thousand, or 1.3% less than budgeted.





# December 2024 Monthly Financial Report

## City of Shelton, Washington

### General Fund Overview - Revenues

Revenue Categories	2024 Revised Budget	2024 thru December	2024 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Taxes:					
Property	2,997,899	2,834,419	2,834,420	(163,479)	-5.5%
Sales & Use	3,525,360	3,644,880	3,644,880	119,520	3.4%
City Utility	1,448,082	1,644,967	1,644,970	196,888	13.6%
Non-City Utility	1,341,400	1,285,441	1,285,440	(55,960)	-4.2%
Business & Occupation	1,308,110	1,402,876	1,402,880	94,770	7.2%
Other	53,930	84,391	84,390	30,460	56.5%
Licenses & Permits	295,050	406,067	406,080	111,030	37.6%
Intergovernmental Revenue	669,070	894,856	894,840	225,770	33.7%
Charges for Goods/Services	3,527,342	3,791,708	3,791,750	264,408	7.5%
Fines and Penalties	92,550	64,315	64,320	(28,230)	-30.5%
Miscellaneous Revenue	132,000	608,748	608,750	476,750	361.2%
Transfers In	47,000	-	-	(47,000)	-100.0%
<b>Total Revenues</b>	<b>15,437,793</b>	<b>16,662,668</b>	<b>16,662,720</b>	<b>1,224,927</b>	<b>7.9%</b>

\*2024 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

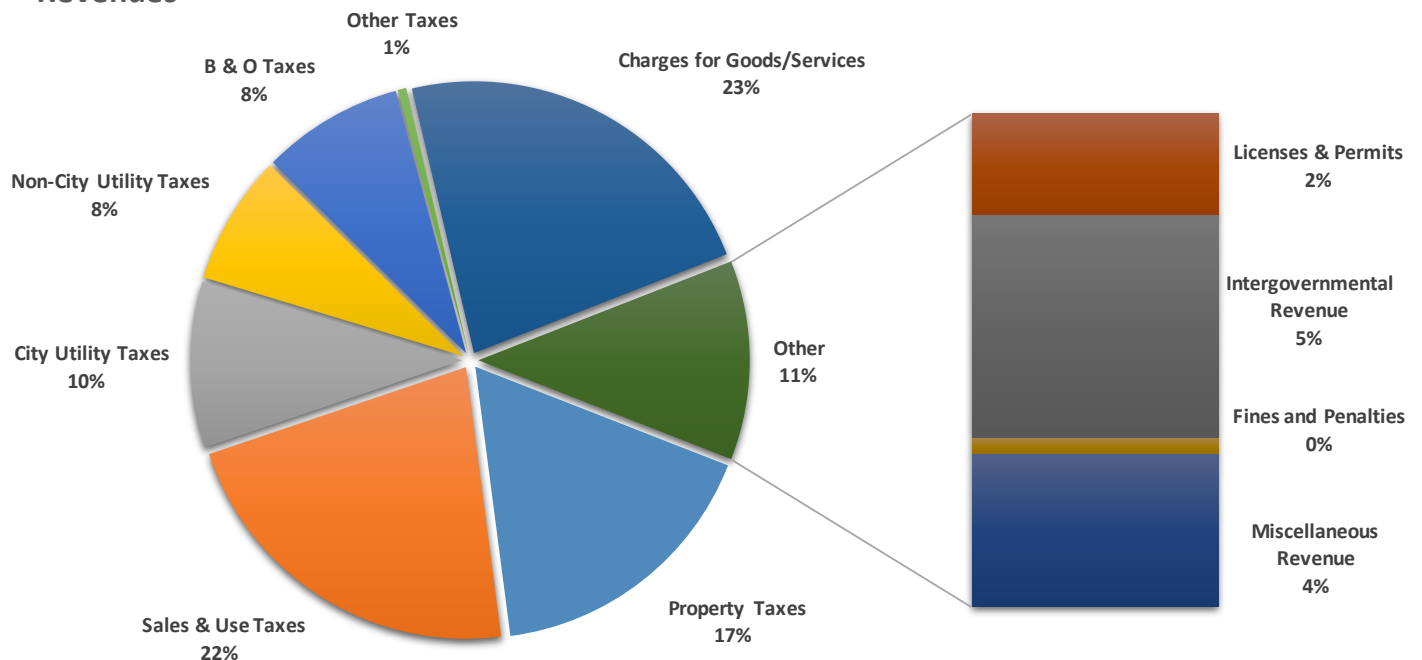
Variance analysis for revenues is provided for particular line items or those in which the estimated actual amount differs from the budgeted amount by at least 10% and \$75,000.

#### Variance Notes

**Intergovernmental:** Over budget due to Alternative Response and Criminal Justice Training grants.

**Miscellaneous:** Over budget due to abatement lein of \$36k and opioid settlement of \$149k.

#### 2024 Estimated General Fund Revenues



# December 2024 Monthly Financial Report

## City of Shelton, Washington

### General Fund Overview - Expenditures

Department	2024 Revised Budget	2024 thru December	2024 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
<b>City Clerk</b>	261,013	197,523	197,480	63,533	24.3%
<b>City Council</b>	75,963	66,522	66,520	9,443	12.4%
<b>City Manager</b>					
City Manager	450,094	423,776	423,790	26,304	5.8%
Legal	414,170	367,769	367,770	46,400	11.2%
Detentions/Corrections-Contract	504,390	205,200	205,200	299,190	59.3%
Human Resources	161,119	145,146	145,110	16,009	9.9%
Risk Management	124,367	141,070	141,050	(16,683)	-13.4%
<b>Community &amp; Economic Development</b>					
Animal Control	174,435	239,598	239,610	(65,175)	-37.4%
Code Enforcement	157,780	178,401	178,400	(20,620)	-13.1%
Community Development	757,066	668,054	668,060	89,006	11.8%
<b>Parks &amp; Facilities</b>					
Civic Center Activities	59,588	47,024	47,030	12,558	21.1%
Facility Services	747,243	704,003	704,030	43,213	5.8%
Parks & Recreation	666,958	604,157	604,150	62,808	9.4%
<b>Finance</b>					
Finance	1,421,224	1,322,546	1,322,540	98,684	6.9%
Information Technology	418,643	404,373	404,390	14,253	3.4%
<b>Fire &amp; Emergency Services</b>	2,583,353	2,482,385	2,482,380	100,973	3.9%
<b>Municipal Court</b>	730,375	753,299	753,300	(22,925)	-3.1%
<b>Non-Departmental</b>	868,239	1,894,765	1,894,770	(1,026,531)	-118.2%
<b>Police</b>	4,227,310	3,938,526	3,938,530	288,780	6.8%
<b>Public Works</b>	942,650	758,804	758,830	183,820	19.5%
<b>Total Expenditures</b>	<b>15,745,980</b>	<b>15,542,940</b>	<b>15,542,940</b>	<b>203,040</b>	<b>1.3%</b>

\*2024 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

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

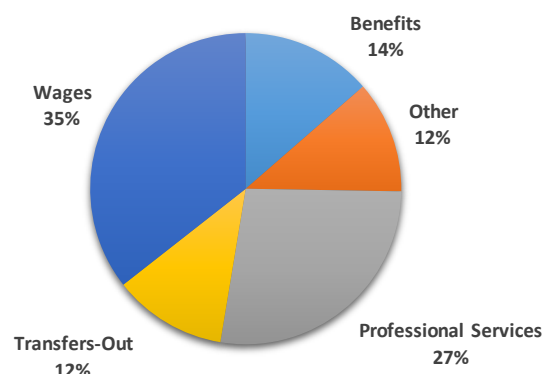
#### Variance Notes

**Detention/Corrections:** Jail fees are projected to remain below budget.

**Non-Departmental:** Transfer \$160k opioid funds, \$500k for Enterprise leases & \$500k unspent to Capital Resources.

**Public Works:** Below budget due to open position during 2024.

### 2024 Estimated General Fund Expenditures



# December 2024 Monthly Financial Report

## City of Shelton, Washington

### General Fund Year-to-Year

	2022 Actual	2023 Actual	2024 Revised Budget	2024 thru December	2024 Est Actual
<b>Beginning Fund Balance</b>	<b>4,777,607</b>	<b>5,047,799</b>	<b>5,376,171</b>	<b>5,376,171</b>	<b>5,376,171</b>
<b>Revenues</b>					
Taxes:					
Property	2,546,998	2,788,309	2,997,899	2,834,419	2,834,420
Sales & Use	3,436,648	3,595,781	3,525,360	3,644,880	3,644,880
City Utility	1,474,584	1,528,927	1,448,082	1,644,967	1,644,970
Non-City Utility	1,205,659	1,290,740	1,341,400	1,285,441	1,285,440
Business & Occupation	985,461	802,272	1,308,110	1,402,876	1,402,880
Other	60,421	76,386	53,930	84,391	84,390
Licenses & Permits	306,329	306,906	295,050	406,067	406,080
Intergovernmental Revenue	2,147,469	592,006	669,070	894,856	894,840
Charges for Goods/Services	3,060,577	3,423,381	3,527,342	3,791,708	3,791,750
Fines and Penalties	51,581	49,639	92,550	64,315	64,320
Miscellaneous Revenue	260,291	397,855	132,000	608,748	608,750
Transfers In	128	87,712	47,000	-	-
<b>Total Revenues</b>	<b>15,536,147</b>	<b>14,939,914</b>	<b>15,437,793</b>	<b>16,662,668</b>	<b>16,662,720</b>
<b>Expenditures</b>					
<b>City Clerk</b>	238,028	226,373	261,013	197,523	197,480
<b>City Council</b>	77,768	63,480	75,963	66,522	66,520
<b>City Manager</b>					
City Manager	344,279	408,587	450,094	423,776	423,790
Legal	277,979	343,008	414,170	367,769	367,770
Detentions/Corrections-Contract	339,327	203,718	504,390	205,200	205,200
Human Resources	327,848	274,902	161,119	145,146	145,110
Risk Management	136,360	143,699	124,367	141,070	141,050
<b>Community &amp; Economic Development</b>					
Animal Control	83,700	104,441	174,435	239,598	239,610
Code Enforcement	81,285	175,504	157,780	178,401	178,400
Community Development	563,250	707,010	757,066	668,054	668,060
<b>Parks &amp; Facilities</b>					
Civic Center Activities	51,915	56,058	59,588	47,024	47,030
Facility Services	652,720	676,755	747,243	704,003	704,030
Parks & Recreation	575,245	620,303	666,958	604,157	604,150
<b>Finance</b>					
Finance	1,079,083	1,124,192	1,421,224	1,322,546	1,322,540
Information Technology	374,562	449,597	418,643	404,373	404,390
<b>Fire &amp; Emergency Services</b>	1,690,846	2,491,434	2,583,353	2,482,385	2,482,380
<b>Municipal Court</b>	666,977	744,467	730,375	753,299	753,300
<b>Non-Departmental</b>	3,194,929	1,338,292	868,239	1,894,765	1,894,770
<b>Police</b>	3,613,017	3,736,337	4,227,310	3,938,526	3,938,530
<b>Public Works</b>	896,836	723,386	942,650	758,804	758,830
<b>Total Expenditures</b>	<b>15,265,955</b>	<b>14,611,542</b>	<b>15,745,980</b>	<b>15,542,940</b>	<b>15,542,940</b>
Net Revenues less Expenditures	270,192	328,372	(308,187)	1,119,728	1,119,780
<b>Ending Fund Balance</b>	<b>5,047,799</b>	<b>5,376,171</b>	<b>5,067,984</b>	<b>6,495,899</b>	<b>6,495,951</b>
General Fund Reserves	5,047,799	5,376,171	5,067,984		6,495,951
based on same year actuals/budget	33.1%	36.8%	32.2%		41.8%

# December 2024 Monthly Financial Report

## City of Shelton, Washington

### General Fund Month-to-Month

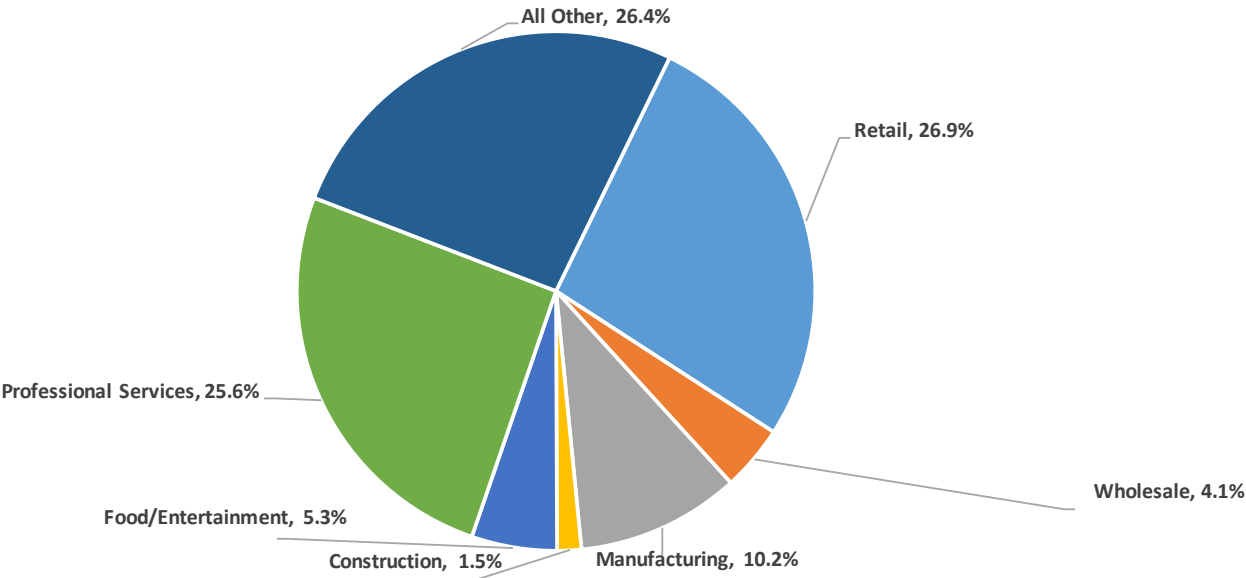
	2022 thru December	2023 thru December	2024 thru December	2024 - 2023 Variance		% of Budget
Revenues						
Taxes:						
Property	2,546,998	2,788,309	2,834,419	46,110	1.7%	94.5%
Sales & Use	3,436,648	3,595,781	3,644,880	49,099	1.4%	103.4%
City Utility	1,474,584	1,528,927	1,644,967	116,040	7.6%	113.6%
Non-City Utility	1,205,659	1,290,740	1,285,441	(5,299)	-0.4%	95.8%
Business & Occupation	985,461	802,272	1,402,876	600,604	74.9%	107.2%
Other	60,421	76,386	84,391	8,005	10.5%	156.5%
Licenses & Permits	306,329	306,906	406,067	99,161	32.3%	137.6%
Intergovernmental Revenue	2,147,469	592,006	894,856	302,851	51.2%	133.7%
Charges for Goods/Services	3,060,577	3,423,381	3,791,708	368,326	10.8%	107.5%
Fines and Penalties	51,581	49,639	64,315	14,676	29.6%	69.5%
Miscellaneous Revenue	260,291	397,855	608,748	210,892	53.0%	461.2%
Transfers In	128	87,712	-	(87,712)		0.0%
Total Revenues	15,536,147	14,939,914	16,662,668	1,722,753	11.5%	107.9%
Expenditures						
City Clerk	238,028	226,373	197,523	(28,850)	-12.7%	75.7%
City Council	77,768	63,480	66,522	3,042	4.8%	87.6%
City Manager						
City Manager	344,279	408,587	423,776	15,189	3.7%	94.2%
Legal	277,979	343,008	367,769	24,762	7.2%	88.8%
Detentions/Corrections-Contrac	339,327	203,718	205,200	1,483	0.7%	40.7%
Human Resources	327,848	274,902	145,146	(129,756)	-47.2%	90.1%
Risk Management	136,360	143,699	141,070	(2,629)	-1.8%	113.4%
Community & Economic Development						
Animal Control	83,700	104,441	239,598	135,156	129.4%	137.4%
Code Enforcement	81,285	175,504	178,401	2,897	1.7%	113.1%
Community Development	563,250	707,010	668,054	(38,957)	-5.5%	88.2%
Parks & Facilities						
Civic Center Activities	51,915	56,058	47,024	(9,034)	-16.1%	78.9%
Facility Services	652,720	676,755	704,003	27,248	4.0%	94.2%
Parks & Recreation	575,245	620,303	604,157	(16,147)	-2.6%	90.6%
Finance						
Finance	1,079,083	1,124,192	1,322,546	198,353	17.6%	93.1%
Information Technology	374,562	449,597	404,373	(45,224)	-10.1%	96.6%
Fire & Emergency Services	1,690,846	2,491,434	2,482,385	(9,049)	-0.4%	96.1%
Municipal Court	666,977	744,467	753,299	8,832	1.2%	103.1%
Non-Departmental	3,194,912	1,359,741	1,894,765	535,024	39.3%	218.2%
Police	3,613,017	3,736,337	3,938,526	202,189	5.4%	93.2%
Public Works	896,836	723,386	758,804	35,418	4.9%	80.5%
Total Expenditures	15,265,938	14,632,991	15,542,940	909,948	6.2%	98.7%

This Month-to-Month presentation does not include variance notes. Common variances are due to timing of receipts and expenditures. Totals reported are year-to-date through December which is 100.0% of the year.

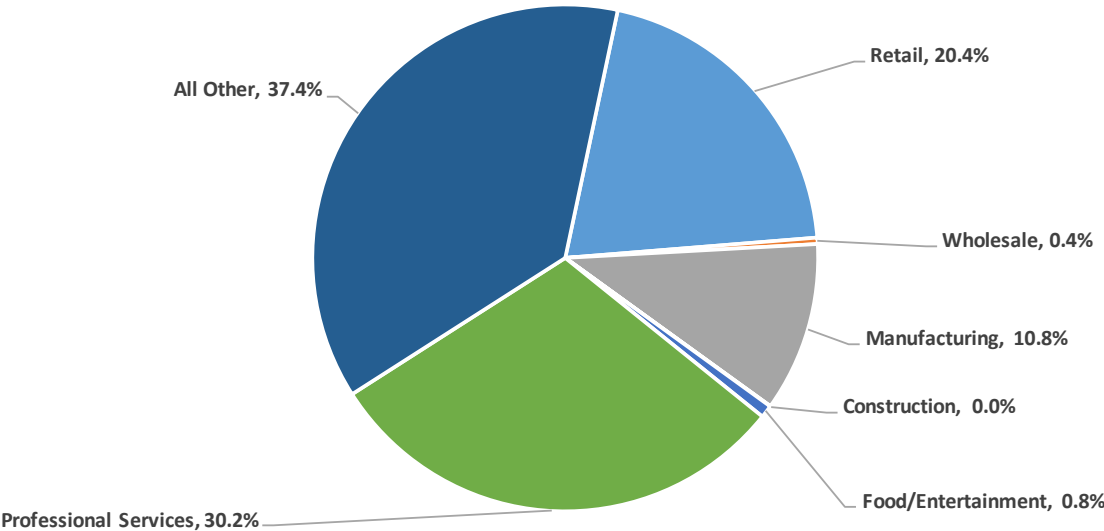
December 2024 Monthly Financial Report  
City of Shelton, Washington

Sales Tax Breakdown by Type

2024 thru December



December 2024





# December 2024 Monthly Financial Report

## City of Shelton, Washington

### Fund Balances

Fund	2024 Beginning Fund Balance	2024 Estimated Revenue	2024 Estimated Expenditure	2024 Estimated Fund Balance	\$ Change	% Change
<b>City-wide Fund Balances</b>						
General Fund	5,376,171	16,662,720	15,542,940	6,495,951	1,119,780	20.8%
Street Fund	697,708	1,685,440	1,700,530	682,618	(15,090)	-2.2%
Capital Resource Funds						
Real Estate Excise Tax -1	564,950	198,560	66,290	697,220	132,270	23.4%
Real Estate Excise Tax -2	785,498	201,250	75,000	911,748	126,250	16.1%
Transport Benefit District	1,527,227	103,730	945,660	685,297	(841,930)	-55.1%
Traffic Impact Fees	786,725	186,880	-	973,605	186,880	23.8%
General Resources	1,181,350	1,214,620	38,490	2,357,480	1,176,130	99.6%
Tourism Fund	81,739	66,900	74,000	74,639	(7,100)	-8.7%
Bond Fund	7,592	180,100	180,100	7,592	-	0.0%
Capital Improvement Fund	663,979	1,863,160	1,210,110	1,317,029	653,050	98.4%
Water Fund	2,485,233	3,768,330	4,282,880	1,970,683	(514,550)	-20.7%
Water Capital Fund	1,092,787	2,855,350	2,236,970	1,711,167	618,380	56.6%
Sewer Fund	4,439,434	7,580,410	7,634,400	4,385,444	(53,990)	-1.2%
Sewer Capital Fund	662,153	1,023,640	184,910	1,500,883	838,730	126.7%
Solid Waste Fund	294,543	143,560	155,690	282,413	(12,130)	-4.1%
Storm Drainage Fund	1,278,325	1,768,460	1,921,830	1,124,955	(153,370)	-12.0%
Storm Drainage Capital Fund	10,854	390,000	36,800	364,054	353,200	3254.1%
Payroll Benefits Fund	220,708	85,850	41,900	264,658	43,950	19.9%
Equipment Rental Fund	411,211	816,210	635,070	592,351	181,140	44.1%
Firefighters Pension Fund	387,414	25,720	55,110	358,024	(29,390)	-7.6%
Library Endowment Fund	128,936	1,770	-	130,706	1,770	1.4%
<b>City-wide Fund Totals</b>	<b>23,084,537</b>	<b>40,822,660</b>	<b>37,018,680</b>	<b>26,888,517</b>	<b>3,803,980</b>	<b>16.5%</b>

### City-Wide FTE by Fund

General Fund	2023 Revised	2024 Budget	Dec 31 Vacancies
City Council	7.00	7.00	-
Municipal Court	4.50	5.03	-
City Clerk*	2.00	1.50	-
City Manager	2.00	2.00	-
Human Resources	2.85	1.00	-
Information Technology	1.15	1.00	-
Finance	7.00	9.50	1.50
Public Works	5.10	4.60	1.00
Police	21.00	21.00	2.00
Community Development	5.85	5.85	-
Parks, Rec & Facilities	8.00	7.00	-
<b>Total General Fund</b>	<b>66.45</b>	<b>65.48</b>	<b>4.50</b>

Other City Funds	2023 Revised	2024 Budget	Dec 31 Vacancies
Street Operating	4.65	4.65	1.00
Water Utility	8.80	8.80	0.50
Sewer Utility	11.70	11.70	2.00
Storm Drainage Utility	7.60	7.60	0.50
Equip. Maint. & Rental	1.30	1.30	-
<b>Total Other Funds</b>	<b>34.05</b>	<b>34.05</b>	<b>4.00</b>
<b>Total City</b>	<b>100.50</b>	<b>99.53</b>	<b>8.50</b>

# December 2024 Monthly Financial Report

## City of Shelton, Washington

### City-Wide Overview - Revenues & Expenditures

Fund	2024 Revised Budget	2024 thru December	2024 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
<b>General Fund</b>					
Taxes	10,674,781	10,896,975	10,896,980	222,199	2.1%
Licenses & Permits	295,050	406,067	406,080	111,030	37.6%
Intergovernmental Revenue	669,070	894,856	894,840	225,770	33.7%
Charges for Goods/Services	3,527,342	3,791,708	3,791,750	264,408	7.5%
Fines and Penalties	92,550	64,315	64,320	(28,230)	-30.5%
Miscellaneous Revenue	132,000	608,748	608,750	476,750	361.2%
Transfers In	47,000	-	-	(47,000)	-100.0%
<b>Total Revenues</b>	<b>15,437,793</b>	<b>16,662,668</b>	<b>16,662,720</b>	<b>1,224,927</b>	<b>7.9%</b>
Wages	5,854,052	5,530,168	5,530,200	323,852	5.5%
Benefits	2,369,590	2,113,055	2,113,000	256,590	10.8%
Professional Services	4,803,168	4,249,425	4,249,420	553,748	11.5%
Transfers-Out	818,530	1,835,228	1,835,230	(1,016,700)	-124.2%
Other	1,900,640	1,815,063	1,815,090	85,550	4.5%
<b>Total Expenditures</b>	<b>15,745,980</b>	<b>15,542,940</b>	<b>15,542,940</b>	<b>203,040</b>	<b>1.3%</b>
<b>Net Revenues Less Expenditures</b>	<b>(308,187)</b>	<b>1,119,728</b>	<b>1,119,780</b>	<b>1,427,967</b>	
<b>Street Fund</b>					
Taxes	675,000	741,169	741,170	66,170	9.8%
Licenses & Permits	10,000	40,156	40,160	30,160	301.6%
Intergovernmental Revenue	199,000	197,798	197,800	(1,200)	-0.6%
Charges for Goods/Services	106,120	108,860	108,860	2,740	2.6%
Miscellaneous Revenue	1,500	35,057	35,060	33,560	2237.3%
Transfers In	790,000	562,387	562,390	(227,610)	-28.8%
<b>Total Revenues</b>	<b>1,781,620</b>	<b>1,685,427</b>	<b>1,685,440</b>	<b>(96,180)</b>	<b>-5.4%</b>
Wages	387,638	396,740	396,740	(9,102)	-2.3%
Benefits	180,622	179,845	179,850	772	0.4%
Professional Services	397,440	154,403	154,410	243,030	61.1%
Other	921,058	969,538	969,530	(48,472)	-5.3%
<b>Total Expenditures</b>	<b>1,886,758</b>	<b>1,700,527</b>	<b>1,700,530</b>	<b>186,228</b>	<b>9.9%</b>
<b>Net Revenues Less Expenditures</b>	<b>(105,138)</b>	<b>(15,099)</b>	<b>(15,090)</b>	<b>90,048</b>	
<b>Capital Resources - Real Estate Excise Tax - 1 (REET-1)</b>					
Taxes	52,500	171,015	171,010	118,510	225.7%
Miscellaneous Revenue	-	27,551	27,550	27,550	
<b>Total Revenues</b>	<b>52,500</b>	<b>198,566</b>	<b>198,560</b>	<b>146,060</b>	<b>278.2%</b>
Transfers-Out	102,570	66,295	66,290	36,280	35.4%
<b>Total Expenditures</b>	<b>102,570</b>	<b>66,295</b>	<b>66,290</b>	<b>36,280</b>	<b>35.4%</b>
<b>Net Revenues Less Expenditures</b>	<b>(50,070)</b>	<b>132,271</b>	<b>132,270</b>	<b>182,340</b>	

\*2024 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

# December 2024 Monthly Financial Report

## City of Shelton, Washington

### City-Wide Overview - Revenues & Expenditures

Fund	2024 Revised Budget	2024 thru December	2024 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
<b>Capital Resources - Real Estate Excise Tax - 2 (REET-2)</b>					
Taxes	52,500	166,285	166,280	113,780	216.7%
Miscellaneous Revenue	-	34,967	34,970	34,970	
<b>Total Revenues</b>	<b>52,500</b>	<b>201,251</b>	<b>201,250</b>	<b>148,750</b>	<b>283.3%</b>
Transfers-Out	90,000	75,000	75,000	15,000	16.7%
<b>Total Expenditures</b>	<b>90,000</b>	<b>75,000</b>	<b>75,000</b>	<b>15,000</b>	<b>16.7%</b>
<b>Net Revenues Less Expenditures</b>	<b>(37,500)</b>	<b>126,251</b>	<b>126,250</b>	<b>163,750</b>	

<b>Capital Resources -Transportation Benefit District (TBD)</b>					
Miscellaneous Revenue	-	40,954	40,950	40,950	
Transfers In	-	62,782	62,780	62,780	
<b>Total Revenues</b>	<b>-</b>	<b>103,737</b>	<b>103,730</b>	<b>103,730</b>	
Transfers-Out	1,122,000	945,657	945,660	176,340	15.7%
<b>Total Expenditures</b>	<b>1,122,000</b>	<b>945,657</b>	<b>945,660</b>	<b>176,340</b>	<b>15.7%</b>
<b>Net Revenues Less Expenditures</b>	<b>(1,122,000)</b>	<b>(841,920)</b>	<b>(841,930)</b>	<b>280,070</b>	

<b>Capital Resources - Traffic Impact Fees (TIF)</b>					
Charges for Goods/Services	80,000	151,443	151,440	71,440	89.3%
Miscellaneous Revenue	-	35,436	35,440	35,440	
<b>Total Revenues</b>	<b>80,000</b>	<b>186,879</b>	<b>186,880</b>	<b>106,880</b>	<b>133.6%</b>
Transfers-Out	-	-	-	-	
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net Revenues Less Expenditures</b>	<b>80,000</b>	<b>186,879</b>	<b>186,880</b>	<b>106,880</b>	

<b>Capital Resources - General</b>					
Miscellaneous Revenue	-	54,769	54,770	54,770	
Transfers In		1,159,854	1,159,850	1,159,850	
<b>Total Revenues</b>	<b>-</b>	<b>1,214,623</b>	<b>1,214,620</b>	<b>1,214,620</b>	
Transfers-Out	61,492	38,492	38,490	23,002	37.4%
<b>Total Expenditures</b>	<b>61,492</b>	<b>38,492</b>	<b>38,490</b>	<b>23,002</b>	<b>37.4%</b>
<b>Net Revenues Less Expenditures</b>	<b>(61,492)</b>	<b>1,176,131</b>	<b>1,176,130</b>	<b>1,237,622</b>	

#### Capital Resources Fund - General Notes

Transfer in from General Fund - \$160k Opioid funds, \$500k for future Enterprise lease payments & \$500k unspent funds.

<b>Tourism Fund</b>					
Taxes	48,000	62,593	62,590	14,590	30.4%
Miscellaneous Revenue	100	4,307	4,310	4,210	4210.0%
<b>Total Revenues</b>	<b>48,100</b>	<b>66,900</b>	<b>66,900</b>	<b>18,800</b>	<b>39.1%</b>
Professional Services	97,248	74,000	74,000	23,248	23.9%
<b>Total Expenditures</b>	<b>97,248</b>	<b>74,000</b>	<b>74,000</b>	<b>23,248</b>	<b>23.9%</b>
<b>Net Revenues Less Expenditures</b>	<b>(49,148)</b>	<b>(7,100)</b>	<b>(7,100)</b>	<b>42,048</b>	

\*2024 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

# December 2024 Monthly Financial Report

## City of Shelton, Washington

### City-Wide Overview - Revenues & Expenditures

Fund	2024 Revised Budget	2024 thru December	2024 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
<b>Bond Fund</b>					
Taxes	-	-	-	-	
Transfers In	180,100	180,100	180,100	-	0.0%
<b>Total Revenues</b>	<b>180,100</b>	<b>180,100</b>	<b>180,100</b>	<b>-</b>	<b>0.0%</b>
Other	180,100	180,100	180,100	-	0.0%
<b>Total Expenditures</b>	<b>180,100</b>	<b>180,100</b>	<b>180,100</b>	<b>-</b>	<b>0.0%</b>
<b>Net Revenues Less Expenditures</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>-</b>	
<b>Capital Improvement Fund</b>					
Intergovernmental Revenue	1,074,500	701,206	701,210	(373,290)	-34.7%
Charges for Goods/Services	20,000	130,457	130,460	110,460	552.3%
Transfers In	1,031,492	1,031,492	1,031,490	(2)	0.0%
<b>Total Revenues</b>	<b>2,125,992</b>	<b>1,863,155</b>	<b>1,863,160</b>	<b>(262,832)</b>	<b>-12.4%</b>
Professional Services	-	115,631	115,630	(115,630)	
Other	2,225,992	1,094,468	1,094,480	1,131,512	1.3%
<b>Total Expenditures</b>	<b>2,225,992</b>	<b>1,210,099</b>	<b>1,210,110</b>	<b>1,015,882</b>	<b>45.6%</b>
<b>Net Revenues Less Expenditures</b>	<b>(100,000)</b>	<b>653,056</b>	<b>653,050</b>	<b>753,050</b>	
<b>Water Fund</b>					
Charges for Goods/Services	3,206,210	3,600,415	3,600,420	394,210	12.3%
Miscellaneous Revenue	46,100	167,900	167,910	121,810	264.2%
<b>Total Revenues</b>	<b>3,252,310</b>	<b>3,768,315</b>	<b>3,768,330</b>	<b>516,020</b>	<b>15.9%</b>
Wages	741,496	699,813	699,820	41,676	5.6%
Benefits	303,167	296,572	296,570	6,597	2.2%
Professional Services	251,667	336,636	336,630	(84,963)	-33.8%
Transfers-Out	1,031,000	931,000	931,000	100,000	9.7%
Other	2,017,752	2,018,840	2,018,860	(1,108)	-0.1%
<b>Total Expenditures</b>	<b>4,345,082</b>	<b>4,282,862</b>	<b>4,282,880</b>	<b>62,202</b>	<b>1.4%</b>
<b>Net Revenues Less Expenditures</b>	<b>(1,092,772)</b>	<b>(514,547)</b>	<b>(514,550)</b>	<b>578,222</b>	
<b>Water Capital Fund</b>					
Intergovernmental Revenue	48,500	1,924,355	1,924,350	1,875,850	3867.7%
Transfers In	1,031,000	931,000	931,000	(100,000)	-9.7%
<b>Total Revenues</b>	<b>1,079,500</b>	<b>2,855,355</b>	<b>2,855,350</b>	<b>1,775,850</b>	<b>164.5%</b>
Other	2,779,500	2,236,976	2,236,970	542,530	19.5%
<b>Total Expenditures</b>	<b>2,779,500</b>	<b>2,236,976</b>	<b>2,236,970</b>	<b>542,530</b>	<b>19.5%</b>
<b>Net Revenues Less Expenditures</b>	<b>(1,700,000)</b>	<b>618,380</b>	<b>618,380</b>	<b>2,318,380</b>	

\*2024 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

# December 2024 Monthly Financial Report

## City of Shelton, Washington

### City-Wide Overview - Revenues & Expenditures

Fund	2024 Revised Budget	2024 thru December	2024 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
<b>Sewer Fund</b>					
Charges for Goods/Services	6,757,539	7,317,073	7,317,090	559,551	8.3%
Miscellaneous Revenue	18,000	263,321	263,320	245,320	1362.9%
<b>Total Revenues</b>	<b>6,775,539</b>	<b>7,580,394</b>	<b>7,580,410</b>	<b>804,871</b>	<b>11.9%</b>
Wages	967,051	896,125	896,130	70,921	7.3%
Benefits	437,406	375,302	375,290	62,116	14.2%
Professional Services	422,085	620,525	620,530	(198,445)	-47.0%
Transfers-Out	894,000	894,000	894,000	-	0.0%
Other	4,898,614	4,848,482	4,848,450	50,164	1.0%
<b>Total Expenditures</b>	<b>7,619,156</b>	<b>7,634,434</b>	<b>7,634,400</b>	<b>(15,244)</b>	<b>-0.2%</b>
<b>Net Revenues Less Expenditures</b>	<b>(843,617)</b>	<b>(54,040)</b>	<b>(53,990)</b>	<b>789,627</b>	
<b>Sewer Capital Fund</b>					
Intergovernmental Revenue	5,216,500	129,643	129,640	(5,086,860)	-97.5%
Transfers In	894,000	894,000	894,000	-	0.0%
<b>Total Revenues</b>	<b>6,110,500</b>	<b>1,023,643</b>	<b>1,023,640</b>	<b>(5,086,860)</b>	<b>-83.2%</b>
Other	4,827,500	184,904	184,910	4,642,590	96.2%
<b>Total Expenditures</b>	<b>4,827,500</b>	<b>184,904</b>	<b>184,910</b>	<b>4,642,590</b>	<b>96.2%</b>
<b>Net Revenues Less Expenditures</b>	<b>1,283,000</b>	<b>838,739</b>	<b>838,730</b>	<b>(444,270)</b>	
<b>Solid Waste Fund</b>					
Intergovernmental Revenue	124,500	119,982	119,980	(4,520)	-3.6%
Miscellaneous Revenue	-	23,579	23,580	23,580	
<b>Total Revenues</b>	<b>124,500</b>	<b>143,561</b>	<b>143,560</b>	<b>19,060</b>	<b>15.3%</b>
Professional Services	42,000	35,428	35,430	6,570	15.6%
Other	134,438	120,263	120,260	14,178	10.5%
<b>Total Expenditures</b>	<b>176,438</b>	<b>155,691</b>	<b>155,690</b>	<b>20,748</b>	<b>11.8%</b>
<b>Net Revenues Less Expenditures</b>	<b>(51,938)</b>	<b>(12,130)</b>	<b>(12,130)</b>	<b>39,808</b>	
<b>Storm Drainage Fund</b>					
Intergovernmental Revenue	175,000	23,869	23,870	(151,130)	-86.4%
Charges for Goods/Services	1,583,130	1,683,193	1,683,190	100,060	6.3%
Miscellaneous Revenue	500	61,401	61,400	60,900	12180.0%
<b>Total Revenues</b>	<b>1,758,630</b>	<b>1,768,463</b>	<b>1,768,460</b>	<b>9,830</b>	<b>0.6%</b>
Wages	595,164	505,773	505,770	89,394	15.0%
Benefits	256,842	211,893	211,900	44,942	17.5%
Professional Services	123,090	60,520	60,520	62,570	50.8%
Transfers-Out	440,000	390,000	390,000	50,000	11.4%
Other	784,111	753,630	753,640	30,471	3.9%
<b>Total Expenditures</b>	<b>2,199,207</b>	<b>1,921,816</b>	<b>1,921,830</b>	<b>277,377</b>	<b>12.6%</b>
<b>Net Revenues Less Expenditures</b>	<b>(440,577)</b>	<b>(153,353)</b>	<b>(153,370)</b>	<b>287,207</b>	
<b>Storm Drainage Capital Fund</b>					
Intergovernmental Revenue	-	-	-	-	
Transfers In	440,000	390,000	390,000	(50,000)	-11.4%
<b>Total Revenues</b>	<b>440,000</b>	<b>390,000</b>	<b>390,000</b>	<b>(50,000)</b>	<b>-11.4%</b>
Other	390,000	36,796	36,800	353,200	90.6%
<b>Total Expenditures</b>	<b>390,000</b>	<b>36,796</b>	<b>36,800</b>	<b>353,200</b>	<b>90.6%</b>
<b>Net Revenues Less Expenditures</b>	<b>50,000</b>	<b>353,204</b>	<b>353,200</b>	<b>303,200</b>	

\*2024 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.



# December 2024 Monthly Financial Report

## City of Shelton, Washington

### City-Wide Overview - Revenues & Expenditures

Fund	2024 Revised Budget	2024 thru December	2024 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
<b>Payroll Benefits Fund</b>					
Charges for Goods/Services	40,000	50,145	50,140	10,140	25.4%
Miscellaneous Revenue	350	8,867	8,870	8,520	2434.3%
Transfers In	120,000	26,839	26,840	(93,160)	-77.6%
<b>Total Revenues</b>	<b>160,350</b>	<b>85,850</b>	<b>85,850</b>	<b>(74,500)</b>	<b>-46.5%</b>
Benefits	160,350	41,906	41,900	118,450	73.9%
<b>Total Expenditures</b>	<b>160,350</b>	<b>41,906</b>	<b>41,900</b>	<b>118,450</b>	<b>73.9%</b>
<b>Net Revenues Less Expenditures</b>	<b>-</b>	<b>43,944</b>	<b>43,950</b>	<b>43,950</b>	

<b>Equipment Maint &amp; Rental Fund</b>					
Charges for Goods/Services	578,000	801,159	801,160	223,160	38.6%
Miscellaneous Revenue	5,000	15,047	15,050	10,050	201.0%
<b>Total Revenues</b>	<b>583,000</b>	<b>816,206</b>	<b>816,210</b>	<b>233,210</b>	<b>40.0%</b>
Wages	111,323	113,310	113,310	(1,987)	-1.8%
Benefits	53,852	53,544	53,550	302	0.6%
Professional Services	22,308	904	910	21,398	95.9%
Other	533,448	467,288	467,300	66,148	12.4%
<b>Total Expenditures</b>	<b>720,931</b>	<b>635,046</b>	<b>635,070</b>	<b>85,861</b>	<b>11.9%</b>
<b>Net Revenues Less Expenditures</b>	<b>(137,931)</b>	<b>181,160</b>	<b>181,140</b>	<b>319,071</b>	

<b>Firefighter's Pension Fund</b>					
Taxes	100	-	-	(100)	-100.0%
Miscellaneous Revenue	9,000	25,723	25,720	16,720	185.8%
Transfers In	50,000	-	-	(50,000)	-100.0%
<b>Total Revenues</b>	<b>59,100</b>	<b>25,723</b>	<b>25,720</b>	<b>(33,380)</b>	<b>-56.5%</b>
Benefits	80,600	55,109	55,110	25,490	31.6%
<b>Total Expenditures</b>	<b>80,600</b>	<b>55,109</b>	<b>55,110</b>	<b>25,490</b>	<b>31.6%</b>
<b>Net Revenues Less Expenditures</b>	<b>(21,500)</b>	<b>(29,386)</b>	<b>(29,390)</b>	<b>(7,890)</b>	

#### Firefighters Pension Fund Notes

Revenues: Current estimate does not include a transfer-in from general fund in 2024.

<b>Library Endowment Fund</b>					
Miscellaneous Revenue	1,600	1,769	1,770	170	10.6%
<b>Total Revenues</b>	<b>1,600</b>	<b>1,769</b>	<b>1,770</b>	<b>170</b>	<b>10.6%</b>
Transfers-Out	24,000	-	-	24,000	100.0%
<b>Total Expenditures</b>	<b>24,000</b>	<b>-</b>	<b>-</b>	<b>24,000</b>	<b>100.0%</b>
<b>Net Revenues Less Expenditures</b>	<b>(22,400)</b>	<b>1,769</b>	<b>1,770</b>	<b>24,170</b>	

\*2024 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.



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

Touch Date: 01/06/2025  
Brief Date: 02/18/2025  
Action Date: 02/18/2025

Department: Parks, Recreation & Facilities  
Presented By: Jordanne Krumpols

### APPROVED FOR COUNCIL PACKET:

Action Requested:

#### ROUTE TO:

#### REVIEWED:

☐ Dept. Head

☐ Finance Director

☐ Attorney

☒ City Clerk

☐ City Manager

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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#### PROGRAM/PROJECT TITLE:

**Civic Center Rotating Art Gallery**

#### ATTACHMENTS:

**Copies of the chosen art**

☐

Ordinance

☐

Resolution

☒

Motion

☐

Other

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

The Shelton Arts Commission is recommending the latest installation of the civic center rotating art gallery project. As approved by the City Council, the civic center rotating art gallery policy and procedure has been followed with the following tasks:

1. Call for Artist – The call for artists were distributed to local artists through social media, art organizations, and galleries. The deadline for artist submittals was January 31, 2025. Nine artists submitted proposals for the gallery.
2. The Shelton Arts Commission met on February 4, 2025 to jury the submittals.
3. On February 18, 2025 the Shelton Arts Commission is presenting the recommended art to the City Council for approval. Upon approval, the art will be installed on March 4, 2025 and in place through May 31, 2025.

The selected artists and work include:

ARTIST	MEDIUM	TITLES
Amanda DeSilver	Fabric Collage	Postcards1, Landscape 0821, Landscape 0822, Autumn and Trees 1216
Elizabeth Jacobsen	Digital Photography	Seattle Great Wheel, Frosty Morning, Self-Heals and Foxglove Love
Joanne Dour	Oil	The Ocean is Calling and Ocean Fantasy
John Velickovic	Acrylic	Pacific Standard Time, Rockies and Sail
Suzanne Bailie	Collage, Paper, Acrylic	Pears & Tulips, Happy Hour at the Water Hole, Van Gogh's Chair and Octopus Rainbow

ANALYSIS/OPTIONS/ALTERNATIVES:

N/A

BUDGET/FISCAL INFORMATION:

N/A

PUBLIC INFORMATION REQUIREMENTS:

N/A

STAFF RECOMMENDATION/MOTION:

Staff recommends: "I move to approve Shelton Arts Commission's recommendations for placement in the Civic Center Rotating Art Gallery."

## Amanda DeSilver



Autumn

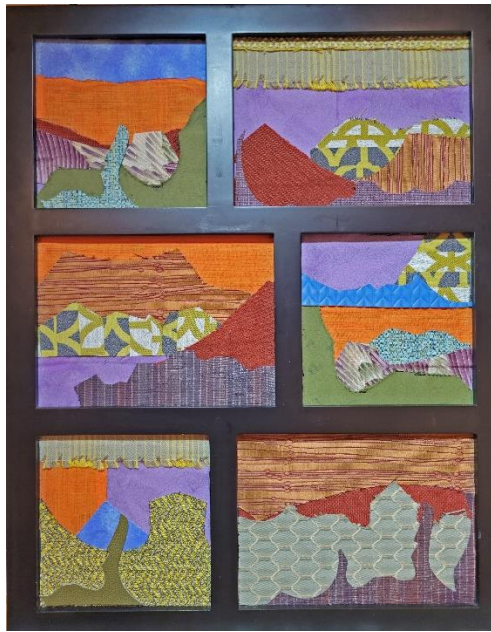


Landscape 0821



Landscape 0822





Postcards 1



Trees 1216



## Elizabeth Jacobsen



Foxglove Love



Frosty Morning



Seattle Great Wheel



Self-Heals



## Joanne Dour



Ocean Fantasy



The Ocean is Calling

## John Velickovic



Pacific Standard Time



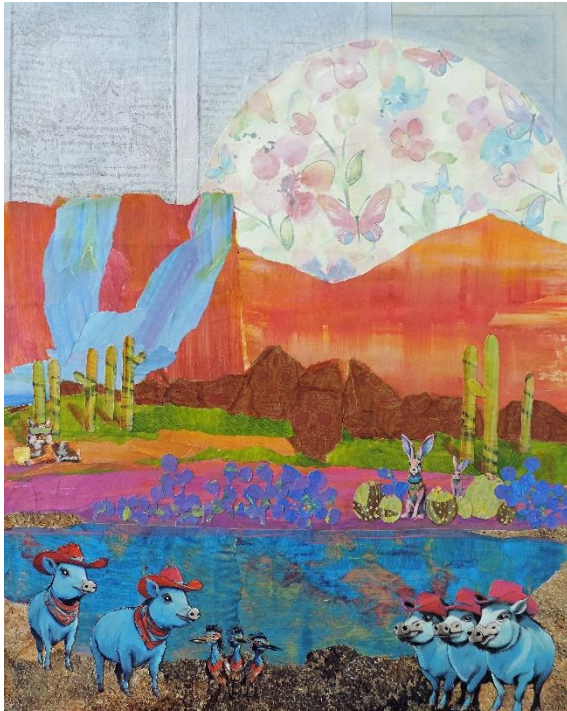
Rockies





Sail

## Suzanne Bailie



Happy Hour at the Watering Hole



Octopus Rainbow





Pears & Tulips



Van Gogh's Chair