

TO: City Council
FROM: Shelly Carter, Assistant Finance Director
DATE: February 1, 2022
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff is seeking City Council ratification of the payment of vouchers 168661 to 168777 in the amount of \$1,009,754.64 dated January 14, 2022 and electronic payments 901331 to 901346 in the amount of \$192,113.63; and payment of vouchers 168778 to 168828 in the amount of \$126,677.30 dated January 21, 2022 and electronic payments 901347 to 901360 in the amount of \$21,771.05.

2) Background:

The City pays vendors monthly for purchases approved by all departments. The Finance Director has reviewed and released the payments as certified on the attached Exhibit(s). The full voucher listings are available by request to the Assistant Finance Director. The most significant payments* were:

Vendor	\$	Description
City of Lacey	159,354.00	2022 Animal Services M&O Admin Svcs
Garland/DBS, Inc	21,032.42	Pioneer Park Maint. Bldg. Roof Replacement
Olympic Region Clean	20,319.60	2022 Per Capita Assessment
Thurston County	48,948.79	2021 QTR4 Indigent Defense
Wa St Auditors	23,157.23	2020 Audit - December
Semaphore Corporation	75,027.61	Security Camera System Replacement

* Includes vouchers in excess of \$20,000, excluding routine utility payments.

3) Policy Support:

- Strategic Goals and Priorities: Fiscally responsible and develop sustainable financial strategies.
 - Vision Mission Beliefs-Excellence: Efficient stewards of public resources, building public trust through transparency.
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4) Alternatives:

- ☐ Ratify the vouchers as proposed.
 - ☐ Develop an alternative voucher review and approval process.
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5) Fiscal Notes:

The vouchers are for appropriated expenditures in the respective funds and departments.

6) Attachments:

- A. Exhibit A – Payment of Vouchers – Review and Approval
- B. Exhibit B – Payment of Vouchers – Review and Approval