

TO: City Council  
FROM: Shelly Carter, Assistant Finance Director  
DATE: April 5, 2022  
SUBJECT: Payment of Vouchers

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1) Recommended Action:

Staff is seeking City Council ratification of the payment of vouchers 169149 to 169233 in the amount of \$1,264,135.86 dated February 25, 2022 and electronic payments 901417 to 901437 in the amount of \$184,276.28; and payment of vouchers 169234 to 169306 in the amount of \$224,784.90 dated March 4, 2022 and electronic payments 901438 to 901445 in the amount of \$26,134.96; and payment of vouchers 169307 to 169400 in the amount of \$456,370.38 dated March 11, 2022 and electronic payments 901446 to 901468 in the amount of \$596,430.23; and payment of vouchers 169401 to 169501 in the amount of \$327,066.32 dated March 18, 2022 and electronic payments 901469 to 901473 in the amount of \$6,920.82; and payment of vouchers 169502 to 169592 in the amount of \$470,477.75 dated March 25, 2022 and electronic payments 901474 to 901497 in the amount of \$192,789.63.

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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
AWC Employee Benefit Trust	115,973.88	March Medical/Dental/Vision Premiums
Gordon Truck Centers, Inc	132,337.35	Freightliner cab & chassis - Replacement
LOTT Wastewater Alliance	753,209.42	January fees collected
LEOFF Health & welfare	52,271.30	Police Guild Medical Premiums – March
First American title	172,968.58	5403 Capitol Blvd S property acquisition
Acushnet Company	33,117.64	Pro Shop Inventory – golf balls
Andersen Water, LLC	27,500.00	Purchase of Water Rights
King Co Dir Assoc Purch Dept	21,821.37	Office Furniture for TED/WRS Admin
Semaconnect, Inc	20,361.12	Charging Station for e-vehicles
Shea, Carr & Jewell, Inc	31,467.79	Prof Svcs 1/30 to 2/26/2022 – Cap Blvd/Israel to M street Proj.
Tyler Technologies, Inc	347,516.38	Munis License Fees, ERP Project
Wa St Dept of Revenue	58,419.10	Monthly Excise Tax
Olympia Tumwater Foundation	60,000.00	Historical Services 1/1/21 to 12/31/21
Olympia Sheet Metal Inc	79,208.88	T-1 Maint. Bay Heater replacement
Systems for Public safety,	23,802.27	Police Vehicle Prep

Vendor	\$	Description
Inc		
AWC Employee Benefit Trust	126,582.96	April Medical/Dental/Vision Premiums
City of Olympia	43,040.00	Binannual Fire Facility Rental per ILA
Tumwater School District #33	29,976.00	February Impact Fees Collected
LEOFF Health & Welfare Trust	51,332.30	Police Guild Medical Premiums – April
Tritech Software Systems	36,326.28	Lucity Annual Maintenance

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

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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.

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6) Attachments:

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